

# MANPOWER - TRAINING.

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TO ADV

MAY 5, 1988

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# Training centre plan for children's home

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compelled to find a lessee so as not to overtax their ratepayers.

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Former EL MP dies at 95

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5/Day 20/1/88

# Trainee-thinking skills get priority

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15/2/88

VIVIAN HARTNETT

VAST changes are taking place in the training and education of scientific and technical personnel as commerce and industry pour millions of rand into the development of trainee-thinking skills

Professor Jackie Naude, of the Unit for Cognitive Development of Vista University, believes most trainees do not have certain thinking or coping skills, and training programmes which teach by rote deprive trainees of those skills

## Initiative

Naude, who has the support of such organisations as Anglo American's Chairman's Education Trust Fund, says "The problem is that trainees have gone through a schooling system where they haven't been taught to think, to use their initiative or to understand the duties they are given when working in industry or commerce

"This shortcoming is costing the country in man hours lost and production"

In one mining situation, apprentices were shown how to cope with day-to-day problems by "thinking out" machine faults or breakdowns that had simple mechanical failure. In that way, machines were made operative much quicker and management did not lose production time waiting for a mechanic or engineer. Naude is convinced these skills

Thinking skills are becoming increasingly important in the business world — particularly in SA which has a lot of ground to catch up on with overseas.

have to be taught as they do not just materialise out of nowhere

Dr Alan Clark, who is part of Naude's unit and specialises in industrial training, agrees Clark has spoken to a cross section of industry in banking, computers and mining and found that there is a major shortage of black managers because training programmes in these areas are not producing enough

Clark says "One industrial group has 2% of black managers and has set a target of 40% by 1990, to cover their future needs and they have no idea how they are going to get them. Right now their trainees are not coping on the job because the training programmes are not designed to make them to"

Most training programmes were non-racial and where supervisors were prone to point out black apprentices as lacking in those skills, it was discovered that white apprentices were having problems too

Clark says "Black advancement and the need to employ blacks has made industry aware of the deficits in white groups as well"

He believes most major companies

are making serious efforts with equal opportunity and black advancement programmes but conceded there is still a great deal of job discrimination in the job market

"This discrimination does not exist as far as the organisations themselves are concerned but more on the level of certain managers and employees"

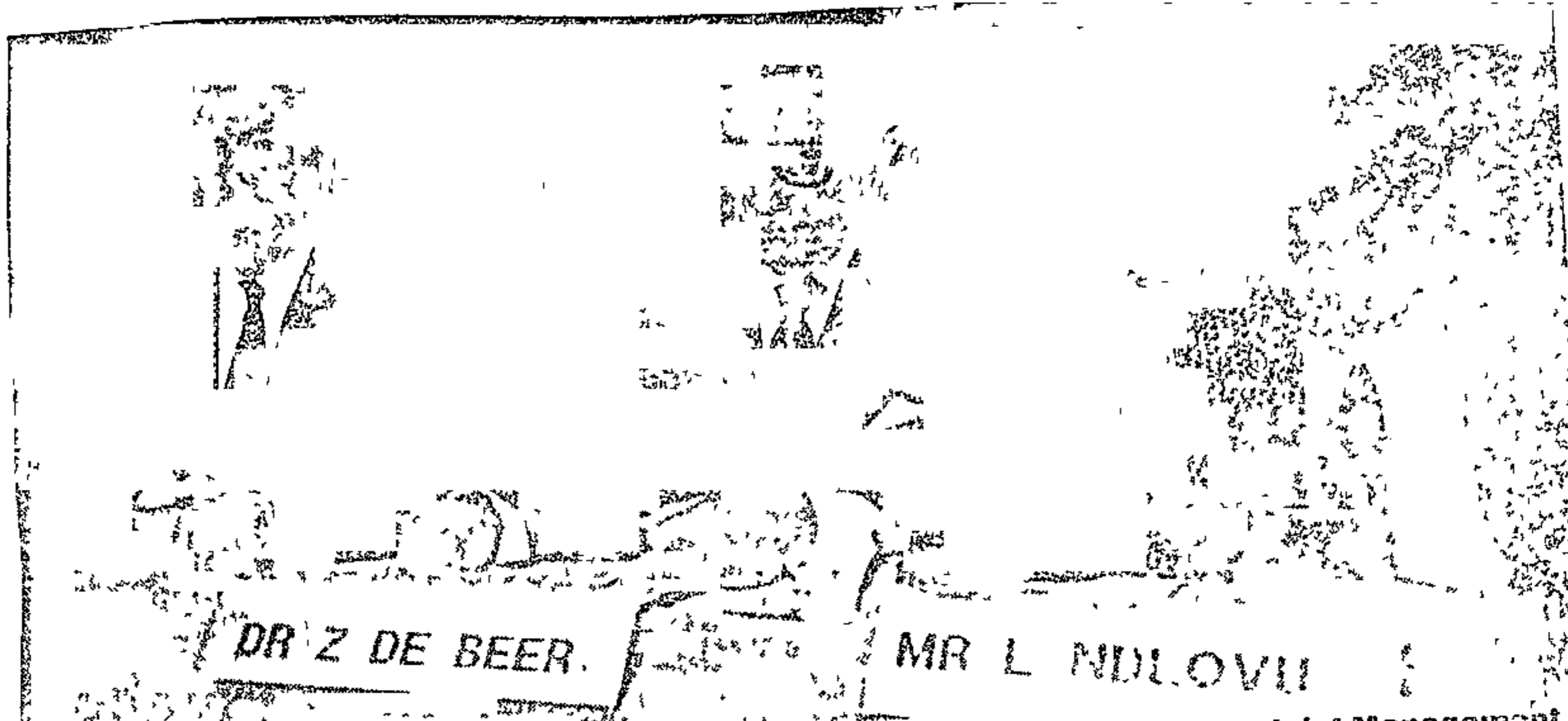
Naude and Clark take their academic backgrounds on site and work with trainee-developing programmes to fit a particular situation

Clark says "We analyse the organisation and we look at its philosophy to see if it is really trying to advance its employees or are they merely playing at window dressing

"If they are playing at window dressing we tell them they are wasting their time and the programme will not work because it would be sabotaged from within by people who do not want to see others being effective or advancing to the top structure of the company"

Concerned mainly with the training of teachers, lecturers, trainers and other professionals, the Cognitive Department of Vista University has attracted wide interest among other universities, educational departments of the independent states and industry and commerce

Naude wants more businesses to be aware of what it is they are trying to do at Vista and is actively campaigning for more funds



Mr F Essig, Dr Zach de Beer and Mr Lot Ndlovu at the third intake launch of the Joint Management Development Program.

# South Africa requires more black managers

By KHUME KANGALA  
SOUTH Africa had been making great mistakes for a long time, Anglo American Corporation executive director Dr Zach de Beer said at the launch of the third intake of the Joint Management Development

Program this week.  
The JMDP is a non-racial body aimed at training and developing competent middle managers in South Africa. The program is run jointly by the Black Management Forum, the Urban Foundation, Nafcoc and the Paris Chamber of Commerce and Industry.

BMF deputy-president Lot Ndlovu said the forum was committed to the transformation of society, the upliftment of the community and the removal of racial discrimination in in-

dustry.  
He said it was necessary to be colour-conscious in order to arrive at a colour-blind objective, adding that the argument for black advancement in South Africa had, in the past, been based on false premises which ignored the political and moral angles. Blacks had to be advanced as human beings, he said.

Ndlovu urged companies to actively support the oppressed and launch "a serious assault on racialism".  
Although many people were angry at apartheid, it

was still necessary to give South Africa, according to De Beer. He added that sanctions would only worsen conditions in South Africa, increase tensions, and compel the government to turn to even more repressive measures.

It was essential to uplift the disadvantaged people and to remove all forms of discrimination in South Africa, said De Beer.

Nafcoc's executive director, Gabriel Mokojo, said South Africa needed black managers.

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24/1/88 C/P

# Joining the fray in the long war against illiteracy

*B/day 25/1/84 (179)*

Low educational levels limit the amount and kind of training an illiterate can receive, conceptual abilities are hampered, with limited retention of information,

Illiterate supervisors cannot cope with demands of either the job situation or formal classroom-type training,

Trainees have difficulty transferring skills to the job situation,

Duration of courses needs to be extended to allow for more repetition of information, resulting in cost increases, training programmes have to be designed differently and all communication has to be verbal, written tests and note taking are impossible,

A company policy to promote from within cannot be fairly applied in the case of long-term but illiterate employees, resulting in bitterness and hurt among those overlooked in favour of more educated outsiders

The end result of all this, says Odendaal, is reduced productivity "And South Africa's productivity is low enough as it is"

Cult aims to address the problem by providing job-related, functional language and cross-cultural communication training. The courses are developed locally, and where appropriate, content is further adapted to suit the specific communication needs of the client organisation

The Basic English Language Training programme targets three categories of personnel

Key workers being considered for promotion to supervisory positions who are hampered by their illiteracy and inability to communicate,

Workers and supervisors unable to cope with the reading/writing demands of their jobs,

Worker representatives who frequently communicate in meetings with management

"A unique feature is the totally functional approach," says Odendaal "Only language specific to the work and life of the trainee is taught. This results in more cost-effective use of training time"

Thus, about one third of the programme content is job specific — for example, ordering materials or reporting shortages — while the remaining two thirds is generic — for example, opening a savings account or introducing oneself

"These issues might seem trivial on the surface, but to functionally illiterate workers they are enormous obstacles to career advancement," says Odendaal

"From the point of view of the employer, this basic education can serve as the basis for further job training, enhanced labour relations and ultimately a more productive workforce"

HERE appears to be light at the end of the tunnel for those companies which are having difficulty training their functionally illiterate workers

One institution that tackles the problem is management consultant group Whitehead Morris, which says its participation programme can go a long way towards spreading the benefits of training to those workers who, up to now, for reasons of education, have been excluded

"It promotes employee involvement, develops personal initiative and teaches employees to participate in the management process even if their role is simply to provide more useful information," says director Donald Currie

"Workers who previously felt left out of the decision-making process are now brought in. The change can be enormous and is clearly felt on the bottom line"

Quoting the case of one manufacturing company, Currie says that measurements under very strict evaluation criteria revealed a 5:1 return on training investment within three months

The programme is the brainchild of Alamo Learning Systems in the US. Three years ago, they were called in by General Motors, which identified 30% to 40% of its hourly paid workers to be functionally illiterate — that is, their education level was around Standard II or less

A programme was developed to teach them how to solve problems by sight and sound using diagrams, pictures and interactive video disks. The result was improved productivity and better communication between management and the shopfloor

## Potential

Previously, due to mistrust and the general "them/us" attitude, only one in five workers ever came forward with information regarding the production process. Following the Alamo programme, this figure went up to around three in five

Here in SA, the programme has been presented to a number of interested companies and the initial response has been positive. Says BMW training manager Paul Kruger "It is our opinion that the programme has tremendous potential, especially at the lower level"

At least one major company is in the process of having the system rigorously tested on site with a view to adopting it as an integral part of its personnel structure

Also active in the field of literacy training is Cultural Understanding and Language Training (Cult), a member of the Contact Group, one of the major forces in human resource development

Cult reveals that 55% of black adults in SA are functionally illiterate — unable to read, write or communicate effectively in English or Afrikaans. Yet by 1990, 50% of supervisory and 85% of semi-skilled production jobs will be occupied by blacks

Spearheading Cult is Rudolph Odendaal, a senior consultant who has had extensive experience in language training and adult education. He quotes the shock findings of a 1983 survey into illiteracy which showed that

## Targeting SA's black workers

The problem with many black workers is that they are simply not as trainable as white workers

The whys and wherefores of this anomaly are painfully obvious, although they are really immaterial at this stage, the immediate problem for most companies is how to get the most out of their black workers so that they can truly benefit from the many training schemes on offer

The Eden Management College believes it goes a long way towards solving this problem. It has been in the business of topping up the education levels of black workers since 1978

"Our experience has shown that black workers sent to our college by businesses turn out to be better prepared for further in-house training and subsequent career advancement," says principal Stan de Yong "we see ourselves as a launchpad"

De Yong feels that the white market is fairly well served, which perhaps explains why only 10% of his student intake is other than black. The profile of his typical student is black, educated to about Std 6 to Std 8 with a couple of years' working experience behind him

"We take nothing for granted," says De Yong "Concepts are explained in whatever detail is necessary before we move on to the next stage of the learning process. In fact our strong point is that our learning environment is non-threatening. We build confidence, something your average black worker at this level is unlikely to have. Yet he needs that more than anything else to get ahead at his company"

The courses cover a wide range of topics, from business education to behavioural skills development. They range in duration from three to nine months

Last year, Eden Management College took on around 400 students, one third of whom were assisted financially in one way or another by the companies that sent them. This was in the form of either a loan or outright sponsoring. Of late, Kelloggs has made available a number of small bursaries for deserving students

The companies which have used the services of the college include Bristol Myers, Coca Cola, Gencor, Cullinan Holdings and Robor, a subsidiary of Barlows

□ ODENDAAL

# Welcome to SA ... for awful service

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Aldon 25/1/88

AN INTERNATIONAL survey has shown that when it comes to training staff to be customer oriented, South African firms spend less per employee than firms in any other westernised country except France

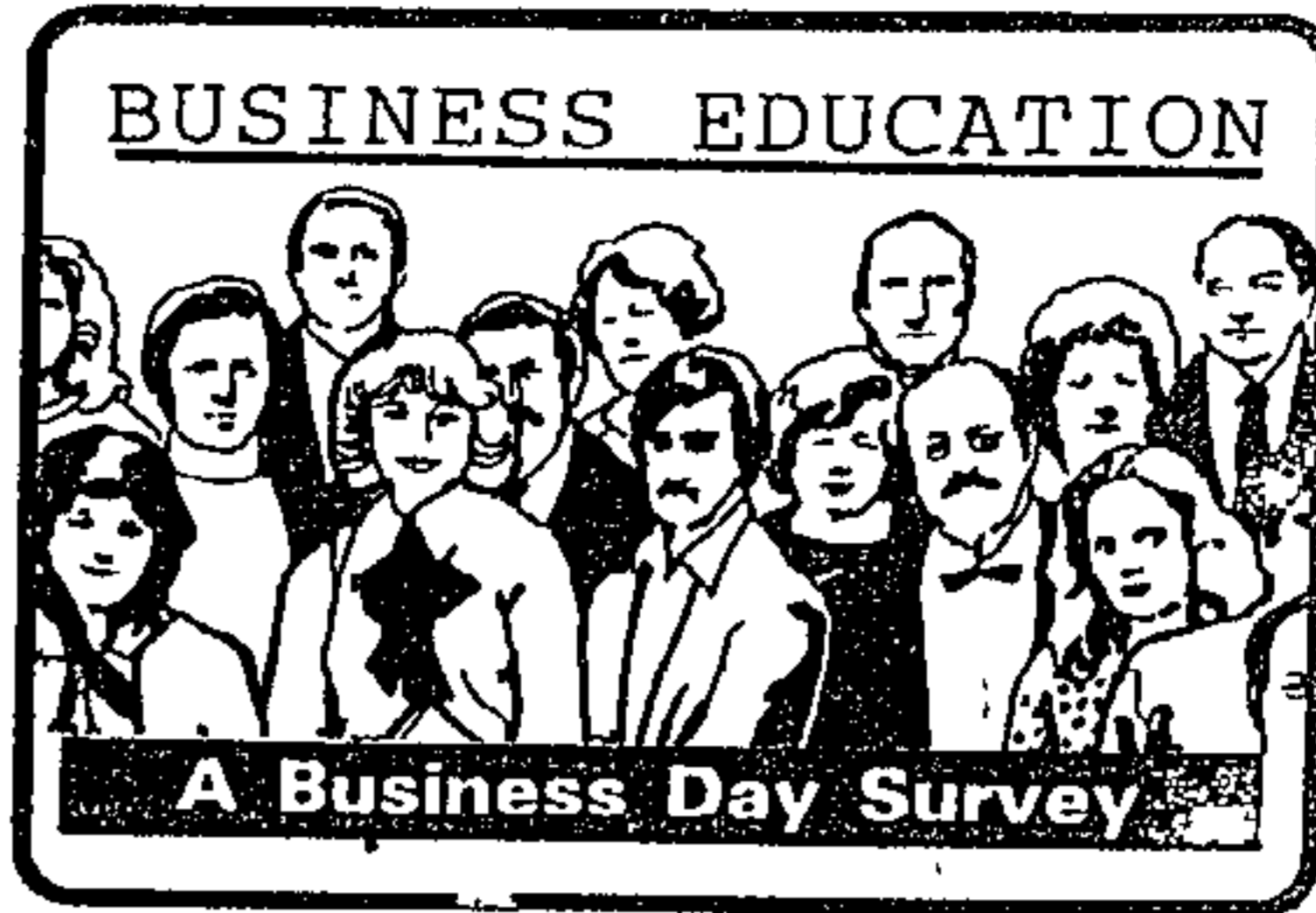
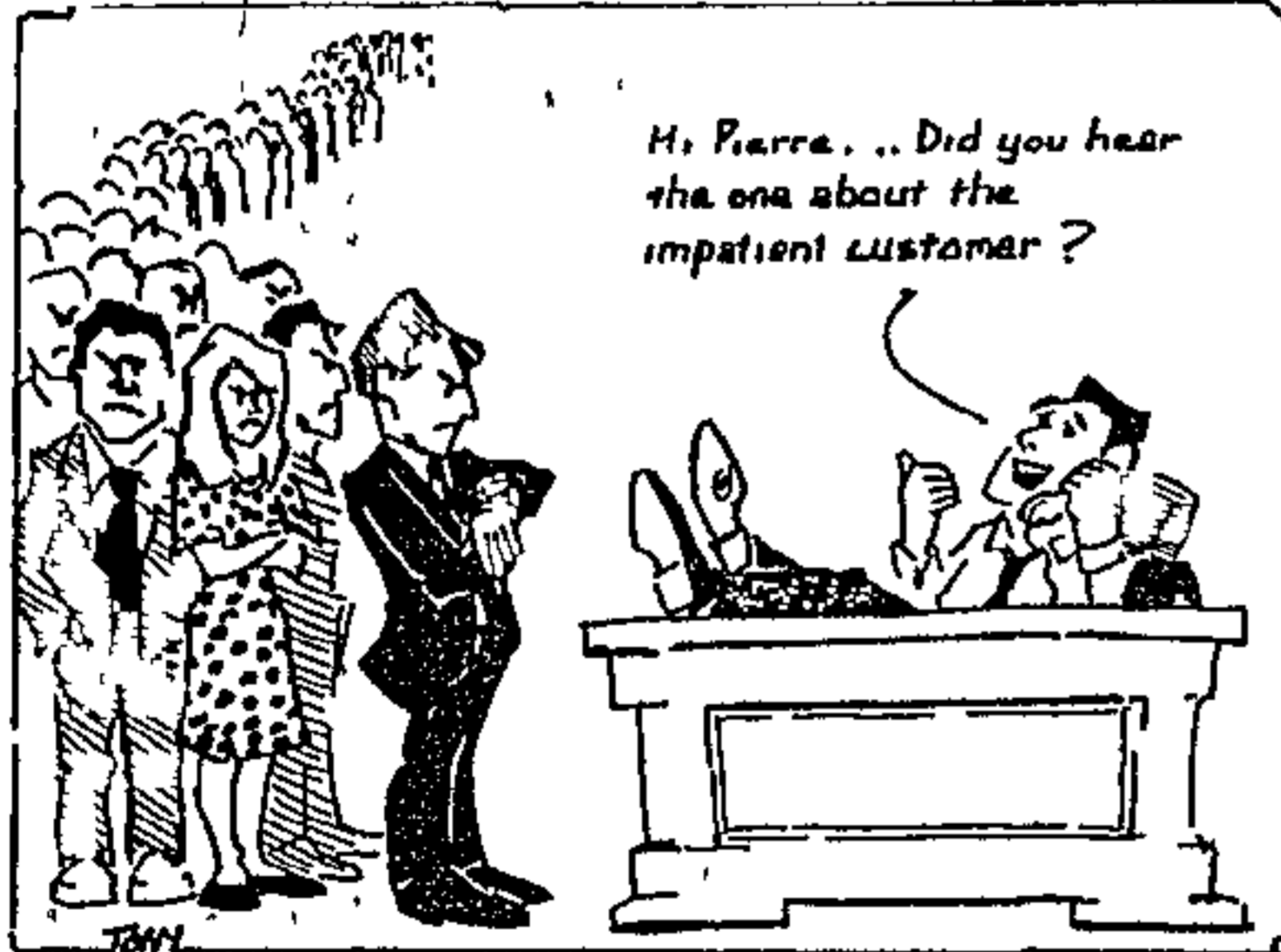
The findings form part of an international survey on changing customer trends undertaken for the European business publications Excel and Export Times. The survey's author, Lynda King Taylor, headed the international team of 68 inspectors composed of businessmen, journalists and consumer representatives in co-operation with local consultants.

They travelled to over 20 countries researching consumer and user trends and the way customers were treated by a broad spectrum of industries such as the retail trade, the hospitality industry, government departments, financial institutions and the legal and medical professions

South African organisations, according to the team of inspectors conducting the survey, came "disgracefully low down the international league table" in customer service.

More precisely, 91% of SA consumers surveyed said they now refuse to return to shops where they get bad service while some 79% recorded similar dissatisfaction with service industries such as hotels, airlines and garages and with professional offices like insurance companies, banks and legal firms

A "couldn't care less" attitude among staff pervaded at least one in three firms surveyed in the last six months, said Lynda King Taylor, who headed the study in conjunction with consultancy group Whitehead Morris.



"This is a sad ratio, particularly in a country growing in the international business and tourism sectors," she said "The best marketing tool any organisation can have is its staff. It is those firms that offer improved personal customer service that will have the competitive edge in South Africa in 1988."

She added that some of the survey inspectors "walked into certain hotels and offices in South Africa and could smell the climate of poor morale and industrial relations just by the way they were treated by a porter, receptionist, supervisor or a secretary at the end of a telephone"

Asked why SA had fared so badly in the survey, Taylor blamed it on lack of training in SA firms to ensure that their staff were more service oriented.

"If you look at successful companies worldwide, a significant contribution to their success is that they have prospered by making all their staff feel, and be, winners. Sadly, too often managers concentrate on strategies for survival which result in neglecting the employee commitment essential for tomorrow."

The survey also found that Japanese firms spend 30 times more per employee on customer service and attitude training than the equivalent SA firm. Japanese management views such behavioural training at all levels as crucial to producing high quality products and providing excellent customer service.

"This is the perspective that SA management must adopt if it wishes to increase productivity and performance levels in '88 and attract new business," concludes Taylor.

The way in which international firms have achieved this excellence is the subject of a new book being written by Lynda King Taylor and Edward de Bono, the father of lateral thinking

The training initiatives in these firms will be discussed at a Whitehead Morris seminar led by Taylor on February 25 at the Rosebank Hotel

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# Learning is easy



NO DIRECTORS do not know it all. In fact, if a new book just released ("The Learning Organisation") is anything to go by, they know very little and are just as much in need of training as their underlings.

It is an uncomfortable fact that while many companies run induction or training programmes of one sort or another for new employees, virtually none runs any programmes for new directors.

It is just assumed they know what is expected of them.

After all, with that high salary, plush office, housing loan, company BMW, surely the bright new arrival to the board knows what he is supposed to be doing. Or does he?

The book, written by management consultant Bob Garret, claims that many directors don't have a clue. Having spent their lives in finance, marketing, production or whatever, they've devoted their careers to becoming more and more specialist. Yet on the board where grand strategies are often mapped out and things are looked at from above, tunnel vision is a dangerous thing.

"You are finally promoted to the board, get your title and all the perks, only to find it's a hollow joke," laments one British MD. "You are suddenly expected to be omniscient. You are meant to know everything about everything. The truth is that you know a lot about very little because you have become so specialised."

Further across the Atlantic, similar murmurings of disquiet are heard. "If I had known just how un-

# Special project aimed at directing the directors

portive people would be, I'm not sure I would have taken the job," says the CE of an American food processing corporation. "It's the one area where it is assumed that no training is provided. What makes it worse is that everyone assumes you know what's going on. It's the most lonely and frustrating of positions."

According to Garret, the problem is a worldwide one and afflicts directors from Pretoria to Peking.

## Special package

He argues for a broadening of directors' knowledge, an opening up of horizons so that the whole area of operations takes precedence over any one particular area of expertise.

Garret points out that one way to help achieve this would be through certain methods and tools

which are already available: newspapers and journals, books and videos.

The Wits Business School has also arrived at the same conclusion, perhaps illustrating that in the rarefied atmosphere of the world's boardrooms, no country is an island, not even SA. It has on the market a special package aimed specifically at directors.

Entitled "Being a Director", the package consists of:

- Ten video modules dealing with topics such as The Role of the Director, The Effective Board, Corporate Strategy, Finance, Industrial Relations, Legal Aspects, Marketing, High and Low Technology, Taxation and Social Responsibility;
- Two textbooks (Michael Porter's Competitive Advantage and Anderson & Anthony's The New Corporate Directors;

□ A manual designed as a meeting guide or discussion leader which provides a vital support element in the package.

□ An invitation to 10 members of each purchasing board of directors to participate in a half-day seminar to be conducted this year by Professor Gordon Hewitt.

## Flexibility

"It is not a training programme," emphasises Margi Brindle of the WBS. "It does not provide any quick-fix answers or definitive solutions.

"Rather, it should be seen as a non-threatening, catalytic agent which stimulates discussion and debate on matters of strategic importance to every business seeking the competitive advantage."

She goes on to point out that it raises the type of is-

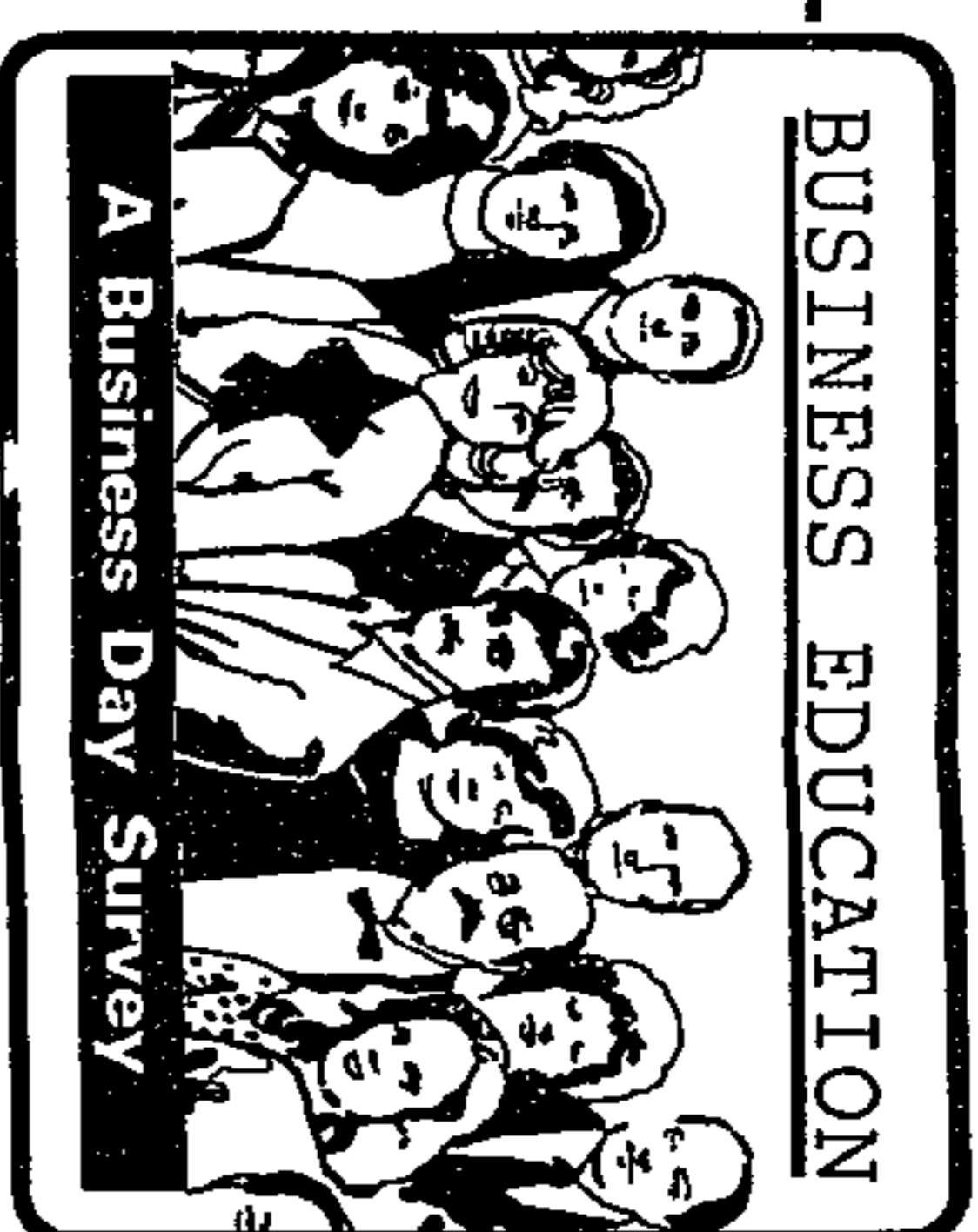
suess and problems which confront many directors — precisely the things that many boards should be bringing out into the open.

The structure and flexibility of the programme enables it to be used by directors of large corporations, multi-nationals, listed or unlisted companies and even small developing businesses.

The response to the package has been enthusiastic, with clients coming from companies both large and small.

In view of the turbulence and rate of change of our environment, it is imperative that companies develop innovative responses to the challenges facing them in order to maintain the competitive advantage," says Brindle.

"We believe this video series is a unique and valuable aid to managing this change and turbulence successfully."





WITH THE plethora of courses available and the shortage of skilled computer personnel in the market, the obvious point that springs to mind is whether any training establishments out there are trying to satisfy demand by offering bogus diplomas. And if so, is anything being done about them?

The answer to both questions is yes. "Unfortunately, there are places purporting to offer programmer training," says Rosemary Epstein of Van Zyl & Pritchard. "Graduates of these institutions only learn they've been taken in once they look for a job and discover their diplomas aren't worth anything."

## Standards: who monitors them?

It would appear that the people most taken in by this sort of thing are those without much money, but desperately eager to get a toe-hold in the field of computer programming.

However, all is not anarchy. Salvation exists in the form of the Computer User's Council (CUC), a body that sets and monitors standards in computer training throughout the country.

The 34 largest computer companies got together and asked themselves the question

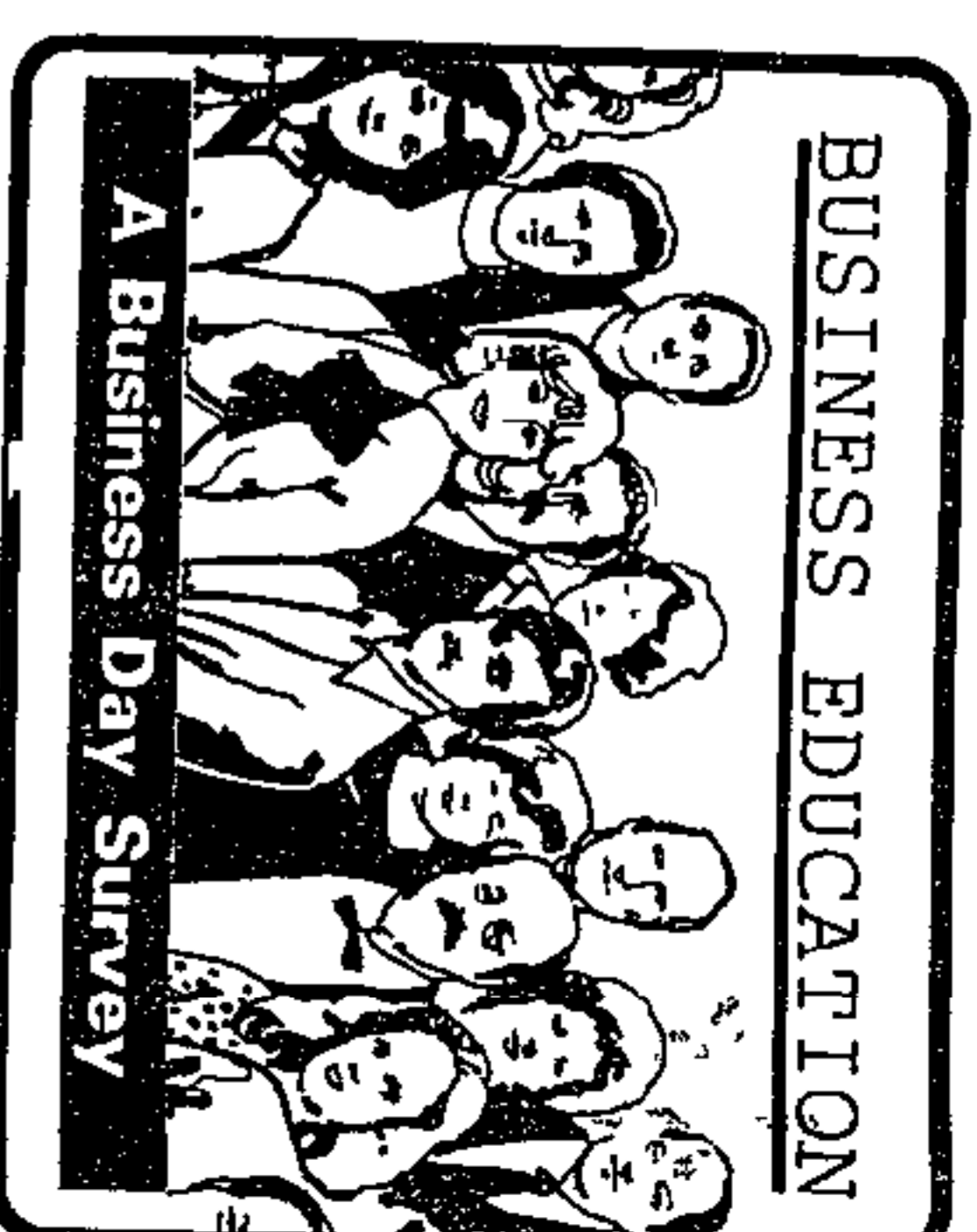
## What do we need from a computer programmer?

The end result was a detailed syllabus and a minimum set of standards. These were adopted by a number of colleges, and today virtually every large organisation is a member of the CUC.

Exams are held twice a year in all the major centres of SA, thus enabling performance of training establishments to be monitored. Where standards are seen to be slipping, the CUC steps in to help correct them. "As a general rule, most of the big, blue-chip companies go for CUC-trained gradu-

ates," says executive director Ed Jurtsich.

Not all training establishments in the country belong to the CUC, although Jurtsich points out this does not necessarily imply low standards. "The thing is not to confuse professional training with teaching an individual how to get some work done on his PC. We know of a number of colleges in this latter category which are quite open about the fact that they do not train programmers for a career in computing. The problem is that there are also a number of institutions that do purport to offer programmer training yet do not subscribe to CUC standards."



## Don Gray leads its own training field

WHEN IT comes to providing management training for the computer industry, Don Gray Associates believes it is number one in a field of one.

Its contention is that although a number of courses are offered at other institutions like Wits Business School (WBS) or Systems Programming Ltd (SPL), no other training establishment offers such a comprehensive package of computer courses specifically aimed at middle to upper management level.

"While training institutions like ASI Video or CIM Deltek compete almost course for course in the field of video-based training, we don't have any competitors in that sense," believes MD Rayna Joubert. "We feel this is reflected in the fact that all our courses are heavily oversubscribed."

They are not the only thing oversubscribed; when the group went for a listing last year, the offer was 292 times oversubscribed, a JSE all-time record.

Don Gray Associates is today a training, recruiting and consulting practice providing personnel services, contract programming and strategic manpower services.

"Where we differ from many other training establishments is in our special focus on the development of management skills," says Joubert. "The emphasis is on the areas of staff motivation and effective communication with senior management and system users."

Last year, the group trained between 1 500 and 2 000

people, many of those in-house. Typical clients are large organisations like Toyota, SA Breweries, First National Bank and Volkskas.

The people trained constitute about 25% of the total body of people working in the computer sector in SA. That figure was about 25 000 in 1985, making the group's target market about 5 000.

As Joubert puts it: "We spotted a gap at the top end of the market. The overwhelming response we got from our various clients proves that the gap was indeed a real one waiting to be filled."

The courses on offer are diverse and range in duration from two to five days. Among those on offer are Communication Skills for DP Professionals, Stress Management, Negotiation Skills, Time and Priority Management, Team Management, Project Management, Data Gathering and Analysis, Systems Design and Operations Management.

The company says it has developed strategic systems now used by human resources managers worldwide and which are rated among the best available in the US.

The success of the training division is based on the ability of the training executives to research, develop and deliver quality training products.

Computer professionals receive between 10 and 15 days training a year. This figure will increase, and the Don Gray group believes it is well positioned to take advantage of this growing industry sector.

# Going shopping for computer training

LOOKING for the right computer course is like picking one's way through a supermarket trying to get to the right brand of coffee. There are so many different training institutions offering such a wide variety of training courses that caution is the key word.

Whether you're employed or unemployed, whether you've got money to pay or not, whether you want to learn only basic keyboard skills or the latest advances in data base management systems — there's something out there on offer.

The increasing demand for skilled computer personnel has created its own supply of specialist — and not so specialist — institutions, many of which have sprung up within the last five years.

Teaching methods vary, as technology makes itself increasingly felt. At ASI Video or CIM Deltek, for example, the training is via interactive video and uses the latest technology — laser disks, PCs and touch-screen monitors. Then there are the big computer companies like ISM, Olivetti or SPL which have large training centres where clients who have bought their equipment are trained in the various aspects of use.

Perhaps the most important growth area in recent years has been PC training. The number of software packages — from word processing to spreadsheet analysis — has resulted in more and more training institutions offering instruction in their use.

Programming training is also on the up and up as a result of the growing shortage of programmers and operators.

Some last only a few hours a week, but others are full-time and rigorous, lasting up to six months. They can be every bit as strenuous as a university course.

Some training establishments sell total instructor kits to companies. These include coursework, manuals and subsequent updates. The purchasing company then uses the kits to train their own people in-house.

The cherry on the cake of computer training is in more sophisticated areas like Networking, Data Base systems, Project Management and Security. These courses are offered by a few specialist institutions and often computer companies themselves.

For example, Systems Programming Ltd (SPL), distributors of the Natural-Adabas fourth generation system, trained almost 3 000 people last year, many of them on-site.

With such a wide array of courses available, one of the major problems which springs to mind is that of finance, who pays and how? With a company sending an employee on a course, this is not so much of a problem. The company foots the bill, though the money is tax deductible.

However, for someone "off the streets" who feels he is good enough but does not have the finance, training can actually be free of charge.



Graphic: FIONA KRISCH

Selected applicants undergo a rigorous training course. Upon successful completion, the training company arranges interviews and eventually places the trainees in the market. The company that takes them then pays for the training.

"In this way we have instant credibility," says Peter Mitchell of Computer Skills, one company which practises this form of financing. "We have to be up to industry standards. If they don't take our graduates, we don't earn any money."

Van Zyl & Pritchard, which is also in the business of "selling programmers," starts placing its students halfway through the course. If a student doesn't measure up, he goes. Its students even come with a three-month, money-back guarantee.

Who said that trade in humans was dead?

# New training course directory published

THE National Productivity Institute (NPI) has published its 7th training course directory which provides information on training courses available throughout SA

Improved features of the directory this year are a list of courses offered by universities and a detailed list of conference venues

The directory is published in the interest of more effective training and a resultant improvement in productivity says NPI industry training studies manager Alvin Riley

## VIVIAN HARTNETT

"We have created this most comprehensive catalogue of external training courses in SA in order to improve the effectiveness of the choice of such courses," he says

The revised directory gives access to the broad spectrum of training courses offered by private companies, societies or associations, in-service training centres, training boards, technical colleges and technikons

"Attention has been paid to the needs

of previous users, with new information added. However, the inclusion of a course in the directory does not mean that NPI recommends its use. It is solely included as an information service to industry," Riley says

Courses are classified under the headings management, finance, marketing, computers, technologies/industries, personnel and training, communication and audiovisual libraries

The directory is available from the Human Resources Departments, NPI, PO Box 3971, Pretoria, 0001

B/day 25/1/88 (179)

# Correspondence studying fills a big education gap

CORRESPONDENCE students do it at home. That might well be the advertising pitch for what is probably the most active field of education in the country. It is estimated that countrywide at any one time, about 20 000 students are studying via correspondence for the professional institute examinations.

"People often regard the MBA as the quintessential definition of business education, but it is only the tip of the iceberg," says J P Brummer, principal of Damelin Correspondence College. "The real mass of students study outside the framework of the universities."

Correspondence study covers many of the same areas covered at universities. The difference is mainly one of degree. Indeed, many of the diplomas officially approved by the professional institutes are reckoned to be equivalent to certain degrees, at least as far as employment is concerned. This is especially true in the Civil Service, where the diplomas issued by the Institute of Administration and Commerce are sought-after prizes.

There are many other professional institutes which award diplomas upon successful completion of correspondence study. These include, among others, the Institute of Certified Bookkeepers (ICB), the South African Institute of Management (SAIM), the Institute of Marketing Agencies (AAA), the Institute of Administration and Commerce (IAC) and the Institute of Chartered Secretaries and Administrators (CIS).

These diplomas change careers. As Damelin's Brummer puts it: "Being able to write the qualifying letters of an institute after your name means money in your pocket and rapid progress on your way up the executive ladder."

The correspondence field is headed by a handful of major colleges, who have the market pretty well sewn up between them. These are the International Correspondence School (ICS), Damelin Correspondence College, Rapid Results College, Success Correspondence College and Lyceum College. Although all offer business courses of one type or another, some concentrate more on matric and tertiary education.

"Matric is still the most valuable diploma in SA today," says Bert Visser of Success Correspondence College. "It forms by far the bulk of correspondence courses in the country."

The total correspondence market — comprising both business education and matric — is an important one, and is estimated at around R20m a year. One of the most telling indicators is the amount of advertising done.

Correspondence colleges say the advantages of correspondence study are numerous. Apart from the flexibility — you never miss a lecture and you can enrol at any time of the year — there is the benefit of studying from constantly updated notes prepared by competent, well-qualified tutors and lecturers.

"We are required to use lecturers and authors who are not only properly qualified, but who also have many years of business experience," says John Cheminais, Director of Studies at ICS. "We, like most other colleges, are members of the Association of Correspondence Colleges of South Africa, the body which sets and monitors standards."

In fact ICS is the world's largest correspondence school. Its parent company, the National Education Corporation, is quoted on the New York Stock Exchange. Cheminais says ICS covers the entire sub-continent and attracts students from as far afield as Mauritius and the Seychelles. "Since we started out in 1891, more than 10m students in 47 different countries have benefited from our courses."

However glowing the reports of correspondence study, most principals admit that it is not for the undisciplined student who constantly needs to be prodded into getting work done. Yet this need not be a disadvantage, it is more than likely that the student who does a correspondence course will knuckle down and put in as much work as he possibly can.

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# Self-image: the key to success

A NEW training company called The Personal Development Institute concentrates exclusively on topics related to self-development

Director Paul Witz believes that "in the same way that flour is the basic ingredient of all cakes, self-image, communication skills and the ability to deal with stress are the basic ingredients for successful selling or management"

He takes issue with managers who send delegates on what he calls symptomatic training

"If a salesperson's results are poor, a skills programme may not be the answer if the person in question has a poor self-image," he says "It's like giving a car petrol and oil but not checking to see whether the engine is sound."

The catch is that Witz believes people will only benefit from a self-development programme if they undertake it voluntarily "We sell the programme to individuals rather than companies because we believe that staff are inherently suspicious and negative about training that management foists on them," he says

Delegates assess their needs with course leaders before the programme and can elect to do all 12 modules or only those which pertain to their needs

Classes contain up to 15 people and are staggered on a weekly basis so that delegates can practise what they have learned before the next session, and gradually

break bad habits

The teaching approach is experimental After the course leader has communicated a principle, he or she encourages the delegates to discuss it and put into practice by doing a related exercise

As homework after every session, delegates are also asked to try out a particular skill and to record the respective interaction and its outcome, to analyse the outcome and consider how they could have done it better The next step would be to repeat the interaction again in order to evaluate the second outcome

If delegates have problems in translating some of the theory into reality, then they may come for as many personal consultations during the week as they need or desire They are actively encouraged to make use of this system as the cost of the consultations is included

Chief co-ordinator Natalie Wittuhn played a major role in developing course material as she formerly worked for the SA Institute for the Blind where she designed the first programme in teaching non-sighted people about self-image

Witz is adamant about the fact that they are not attempting to be lay psychologists "We don't delve into people's problems or psyches, play games or recreate negative situations All we attempt to do is give delegates workable skills so that they can communicate and assert themselves better," he says — Successful Salesmanship



□ WITZ ... teaching assertion

## UCT plans to produce all-round engineers

ASK ANY engineer and he will tell you he has faced the same problem.

When he steps out of university, he is up to his ears in complex design theory ranging from boundary layer flow and rotational kinematics to finite elements and non-linear vibrational analysis. He confidently strides into his first job thinking there's nothing a differential equation or two won't solve — only to find that the average problem he encounters is 80% human relations oriented and only 20% technical.

"It's a sobering experience," says Professor Norman Faull of the UCT Business School, "but it is nevertheless an issue which has to be addressed in order for engineers to function more effectively."

### Answers

He explains the dilemma more clearly. "Your average engineering graduate is trained mostly to solve closed-ended problems like a machine breaking down or a shaft to be designed: the solution is pretty well cut and dried. However, he is more likely in the course of his work to face open-ended problems which have a multiplicity of answers: for example introducing a new product line, determining potential markets, formulating an appropriate cost-structure. There's the rub."

The UCT Faculty of Engineering believes it has the answer to the problem. It is in the process of setting up a School of Engineering Management where graduate engineers who have

between two and five years' working experience can attend a comprehensive training course during which specific emphasis will be placed on management-related subjects.

"We are looking at two specific fields: manufacturing management and project management," says Faull. "But the root of the course will be in the general management disciplines like statistics, marketing, finance, industrial relations, economics, cost accounting and operations research."

Faull explains that he will actually be making use of the first 1/3 of the traditional MBA degree, but will leave off once the less engineering-related areas like banking or mergers and acquisitions are encountered. "Our experience shows that employers are looking for a place where they can send their engineers for further training safe in the knowledge that when they return, they will still be engineers and not something else."

As for the practicalities of the course, the intention is for the UCT engineering faculty and the Business School to share each other's resources and use each other's strengths — what Faull calls a cross fertilisation of ideas between two establishments which are all too often regarded as separate entities.

The whole concept is still in the planning stage, and opinions and ideas are actively being sought from different companies around the country. Faull believes that the end result will be the first serious attempt to produce a well-rounded engineer.

**Foreign example** *flm*

It is a poor indication of SA's commitment to vocational training that the two best courses originate from outside the country

The Paris Chamber of Commerce is responsible for the Joint Management Development Programme (JMDP) and the South African-German chamber for the Commercial Advancement Training Scheme (CATS)

Says JMDP organiser Clive Acton: "I don't believe there is a programme in SA which is so sensitive to company needs. Participating companies, ranging from small engineering firms to giants like AECI, are represented in management and have helped the development of the course"

The three-year programme includes a two-week project every quarter, or 24 weeks in all. Participants are expected to have at least matric and five to 10 years' working experience

"The emphasis is on the practical application of skills. In the first year management skills are studied, including presentation skills, time management and interpersonal skills. In the second year functional areas of management, including marketing, finance and information management, come into play. In the third we move on to courses on economics and business strategy — though these are tailored to the needs of middle management"

The course is fully multiracial. 60% of participants are black and the rest white, coloured and Asian. There are 40 pupils in

*29/1/88*



each year

Acton claims the JMDP is the only course that allows itself to be externally assessed

In a survey done by Dr Linda Human of the University of Cape Town Graduate School of Business, in which there was a 25% return, 72% of participants thought they had improved their problem solving ability — 88% of their immediate managers saw an improvement

All participants thought their oral communication had improved, as did 100% of their managers. Some 60% thought their written communication had improved, while 88% of managers saw improvements. About 81% thought they had improved their time

management, but 100% of managers saw improvement in this area. And 72% thought they now showed more initiative, while 88% of managers concurred

The CATS programme could act as a feeder for the JMDP as they have agreed to liaise in the future. In four years, at least 22 candidates have enrolled in the two-year course every year, and this could increase to 50 in the February 1988 intake

The course is modelled on the dual training system, which started in Germany 100 years ago. For four days a week the trainees undergo a commercial apprenticeship course and on the fifth day they are given theoretical training at the German chamber, includ-

ing commercial arithmetic, economic theory and industrial management

Opening the third JMDP course, Southern Life chairman Zac de Beer said while the world now recognised apartheid had to go, it had two choices. "They can take a punitive view and this would lead to increased poverty, violence and despair, or they can take a more mature view that they should act to break down race barriers and educate the disadvantaged

"The Paris chamber correctly foresees the future of the country as an advanced modern economy in which a common South African identity is more important than group identity"

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"The Paris chamber correctly foresees the future of the country as an advanced modern economy in which a common South African identity is more important than group identity"

## The engineering backlog



Aiden Edwards is president of Mintek. He says SA should urgently increase the number of locally-trained scientists, engineers and technicians to meet the future challenges of a largely mineral-based economy.

**FM** What are your views on the level and intensity of technical training in SA? Are we doing enough?

Edwards. At Mintek we are trying hard to change the South African syndrome that to get ahead in life you must obtain a university degree and steer clear of the technicians. Traditionally, we have imported about a third of our technical people, but with the international political climate and the recent performance of the economy, we experienced a net loss of technically trained people

In 1986, 238 engineers immigrated to SA, while 449 left the country — emigrants, therefore, made up 65% of this "two-way trade"

And while only 24 students qualified for the National Higher Diploma (NHD) in chemical engineering from 1984 to 1986, the number of students who qualified for the four-year NHD in metallurgical programmes declined from 73 in 1984 to 56 in 1986

With its great need for engineers and technicians to ensure future economic growth and job creation, SA should steer clear of the stigma that technically-trained people do not reach the top. We should rather emulate the successful German and Far Eastern philosophies. We have a long way to go

**Why technicians and engineers?**

SA is unique among African countries in being blessed with sufficient wealth to bridge the gap between its First and Third World segments. But our strong First World economy and wealth of mineral riches must be

properly managed to create the jobs and advancement opportunities for the fast-growing Third World segment of the population. Increased export earnings, by benefiting our vast mineral resources, is a precondition for future economic growth. And given the fickleness of the international political climate, we must train our own people to meet the challenges of the future

**Why mineral beneficiation?**

In 1986, foreign-exchange earnings from the sale of mineral-related products made up 69,2% of total export earnings of R41,5bn. We must build on our strengths. By adding value to our exports of chrome (stainless steel), gold and diamonds (jewellery), platinum, manganese, vanadium, titanium and other minerals, we will not only add billions to export earnings, but also vastly increase the job-creating potential of the economy

**How do we compare with other First and Third World nations as far as technical training is concerned?**

We are far behind. Not only are we too reliant on foreign skills, but there is also a propensity for South African engineers, scientists, technologists and technicians to leave their professions and, indeed, the country. The number of young South Africans entering the professions is totally inadequate. Steps should be taken to ensure that SA will have the qualified manpower available to compete on an even footing in a hi-tech world

The number of scientists and engineers actively engaged in research is well behind developing countries like Peru and the Argentine. And the ratio of technicians to scientists and engineers employed in R & D activities dropped from 89% in 1974 to 76% in 1984

In the production of chemical and metallurgical engineers, we lag very far behind the Republic of China (ROC), the US, Japan, the UK and Australia — even though we are the world's "Persian Gulf of minerals". In 1985, the ROC produced 52 metallurgical engineers per million of its population — the

equivalent figure for SA was 2

**So where did we go wrong?**

Our educational focus is wrong. Technological training is the secret to future economic growth in a world dominated by the Far Eastern hi-tech, export-based economies. But few businesses are prepared to take the longer-term view and spend money on the upgrading of technological skills. In the Far East, the private sector and governments work closely together to ensure a regular flow of trained, highly-skilled technicians for "permanent" economic growth. We need a united, formal plan drawn up by business and the State to tide us through recessions — if needs be, by utilising State subsidies for training

With the population explosion and our political/economic problems, we need such a joint, structured approach

**What is the current outlook on the availability of trained engineers?**

Until 1981, when 461 students enrolled in the chemical and metallurgical disciplines at South African universities, a steady growth was maintained. By 1985 this had dropped to only 234. A persistent downward trend in numbers graduating is inevitable — unless we can turn the tide

In the ROC, the number of graduating engineers in the period 1979 to 1984 was ten times as high per million of the population as was the case in SA. And while the ratio of technicians to engineers in ROC was 2,8 in 1985, in SA the ratio of technicians with National Higher Diplomas to engineers never exceeded 0,75 from 1979 to 1984

**How can we overcome these serious problems?**

We need increased, high profile awareness of the situation — at school level, at government level, at business level and by publicity in the media. Without a concerted effort to tackle our growing backlog of trained technicians and engineers, we will not be able to emulate the successes of the developing First World economies of the Far East. And we have everything in our favour

# Building industry improves training methods

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The building industry has given training a boost with the establishment of the Building Industries Training Board aimed at streamlining the country's teaching spectrum.

Mr Lou Davis, executive director of the Building Industries Federation (Bifsa), says: "The industry will now have a far better structured training method

"The most important facet is that trainees must acquire the right skills through accredited training organisations, whether they are technical high schools, technical colleges or private training centres"

Pointing out the effect the recession has had on the industry, Mr Davis said the alarming shortage of skilled manpower meant that a considerable training burden would fall on all contractors and sub-contractors if they hoped to meet the future needs of South Africa

And by co-ordinating the training efforts through the BITB, there would bound to be a drop in the amount of wasted manpower. The time taken to train an individual will also be more strictly monitored and controlled

"Because of the slump," says Mr Davis, "much training time has been lost and it is vital that the industry turns its attention to the problem of getting sufficiently skilled and competent people back on to the building sites around the country

When one looks at the demand for buildings, houses and office complexes in the years ahead, it is patently clear that the industry as a whole has very little hope of completing all the work with skilled manpower resources currently available

# Living standards may drop, report warns

Call Tim's 13/2/88 (179)

Political Staff

**HOUSE OF ASSEMBLY**  
— SA will not realize its development potential and offer all its people an acceptable standard of living if it persists in trying to satisfy its high-level manpower needs mainly from the white population

This is the most important message to flow from a new investigation into the use and availability of high- and middle-level skilled manpower by the National Manpower Commission (NMC).

In a report carrying its findings tabled in Parliament, NMC chairman Mr Hennie Reynders warns that if this pattern continues SA can face a relative deterioration in standards.

He stresses that all population groups — in line with the accepted philosophy of the free-market mechanism — should have full and equal opportunity to participate fully in the development processes

Mr Reynders notes that one of the main reasons for the lack of progress in the advancement of blacks, coloureds people and Asians in management is the attitude of white management personnel

Although they profess to be positively disposed to helping with the upliftment of these groups, there is a nota-

ble unwillingness or inability to put these views into practice

He declared that this situation should be urgently addressed.

The NMC loosely defines high-level manpower (HLM) as being those people with at least two years of education and training after Std 10, and medium-level manpower (MLM) as those with a minimum qualification of Std 7 or 8, followed by a few weeks' training.

The HLM made up about 11% of the economically active population in 1985, and MLM about 25%

White men constituted

the largest single source of HLM, although it was observed that the percentage of the other three population groups among HLM has been increasing

With most of the statutory measures which hampered the mobility of blacks in the past now mainly lifted, the NMC expected that the advancement of this population group into HLM and MLM occupations should increase

As regards manpower shortages, 22% and 36% of all vacancies were for HLM and MLM respectively. The absolute number of vacancies in the case of HLM is generally higher among technicians and technologists, as well as nurses



B/day 15/2/88

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All races must be given a fair go or ...

# SA will not realise potential — report

CAPE TOWN — SA would not be able to realise its development potential and offer all its people an acceptable standard of living if it persisted in trying to satisfy its high-level manpower needs mainly from the white population, the National Manpower Commission (NMC) has found.

In a report — the result of an investigation into the utilisation and availability of high- and middle-level skilled manpower — tabled in Parliament, the NMC said if that pattern continued SA could face a relative deterioration in standards

## Importance

NMC chairman Hennie Reynders said it was, therefore, of the greatest importance that all population groups — in line with the accepted philosophy of the free-market mechanism — should have full and equal opportunity to take part in the development processes

He noted that one of the main reasons why there had been a lack of progress in the advancement of blacks, coloureds and Asians in management was the attitude of white management personnel

Although they professed to be

CHRIS CAIRNCROSS

positively disposed to helping with the upliftment of those groups, there was a notable unwillingness or inability to put those views into practice

Reynders said that situation should be urgently addressed, particularly as it influenced the acceptability of the free-enterprise system

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tions should increase

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Some NMC recommendations to cater for the demand for skilled manpower include:

□ In order to promote manpower planning, the National Training Board should compile a guide on the methodology of manpower planning at micro level;

□ The NMC should, in co-operation with the Department of Manpower, develop a procedure whereby the demand and supply situation in individual occupations could be determined relatively quickly with a view to, among other objectives, supplying bodies like the Immigration Selection Board and public-placement services with information,

□ The Department of Home Affairs should investigate the possibility of applying the existing state assistance for immigrants on a differentiated basis, so that immigrants in occupations where there were continual serious shortages, would benefit more than others

# Free training given at 2 Reef centres

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A BASIC course for aspirant security officers takes two weeks of intensive theoretical and practical training and is provided free of charge to the unemployed by recognised training institutions.

This was said this week by Mr Joos Lemmer, director of Apex Group Training Centre, when he was asked to comment on the one-day training course provided by Conway Security.

"We know of that operation. We believe it is not proper as there is so much involved in this course. It is absolutely impossible to train a person to become a professional security officer in one day," Mr Lemmer said.

Apex Group Training Centre is one of two training centres on the Reef which provide free training in a number of courses to the un-

employed. The other is at Chamdor, an industrial area in Krugersdorp.

The two institutions are subsidised by the Department of Manpower. Instead of charging their students for the training, they give them transport and daily allowances as well as free meals.

Mr Tommy Hiscox, marketing manager of Apex, said in an interview that it appeared thousands of unemployed people were not aware of the existence of the centre.

He said his institution was training at least 350 people in various courses, including security, sewing, storemanship, forklift driving, at any given time.

"This is not enough. We have room for hundreds of people. In fact, we can easily admit double the number," Mr Hiscox

said - 24/2/88

He said by attaining new skills, the unemployed were increasing their chances of getting jobs. He said up to 60 percent of people trained at Apex get employed.

Hiscox added that the centre was always in contact with firms all over the Reef.

# Minister corrects auditor's report

HOUSE OF ASSEMBLY — Administration spent R15,9m of an allocated R16m on a special job creation programme, Budget and Welfare Minister Dawie de Vilhiers said yesterday.

He was responding to statements by Harry Schwarz (PFP Yeoville) on the allocation of funds for job creation and housing.

The report of the Auditor-General for general affairs in 1986/87, tabled in Parliament on February 11, said only R10,5m

was spent of the R16m allocated to the Administration House of Assembly for the special job-creation programme.

It also said only R8,5m of the R17m for housing was spent.

In fact, R17,7m was spent.

The amount was not reflected in the AG's report because of delays in building, the allocation of funds over two financial years and the date of announcement of the allocation — Sapa.

People judge you by your image

88/c/9c hwp/B

| Category       | Allocated | Spent | Balance |
|----------------|-----------|-------|---------|
| Passes         | 50 00     | 50 00 | 00 00   |
| Security Guard | 00 00     | 00 00 | 00 00   |
| Supervisor     | 30 00     | 30 00 | 00 00   |
| Travel         | 30 51     | 30 51 | 00 00   |
| Travel Asst    | 13 70     | 13 70 | 00 00   |
| MES            | 00 00     | 00 00 | 00 00   |
| Factory Clerk  | 00 00     | 00 00 | 00 00   |
| Messenger      | 00 00     | 00 00 | 00 00   |
| Mobile Host G  | 00 00     | 00 00 | 00 00   |
| Steward        | 00 00     | 00 00 | 00 00   |

179 Bldg 26/2/88

# Govt step on training of labour

GERALD REILLY

PRETORIA — A draft Bill to provide a maximum devolution of power to industry for labour training will be published today in the Government Gazette, Manpower Minister Pietie du Plessis said in a statement

This would be another step forward in government's policy of minimum State intervention in the affairs of the private sector.

Du Plessis said those interested could make representations on the content of the Bill to the Manpower Director-General up to April 8.

The Bill was based on recommendations outlined in the White Paper on the joint report of the Human Sciences Research Council and the National Training Board on investigation into artisan training.

It was intended that existing administrative functions of government and the manpower department on training be transferred to the relevant industries.

This would be done in a way that would ensure training would not be adversely affected, Du Plessis said.

"On the contrary, vesting responsibility where it belongs will lead to an improvement in training, utilisation of manpower and productivity."

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# State scheme helps thousands find jobs

**By Tyrone Seale, Staff Reporter**  
MORE than 30 000 unemployed people attended State-subsidised training programmes in the Western Cape between April and December last year, improving their chances of finding a job or starting a small business.

The 30 463 Western Cape trainees were among 157 000 unemployed people who were trained at more than 300 centres throughout South Africa during this period, said Dr Piet van der Merwe, director-general of the Department of Manpower.

Opening the Exhibition of Training at the Cape Show, Dr van der Merwe said "a substantial number" of trainees had found work while others were self-employed or worked as independent contractors.

He said the State had allocated R246.6-million between June 1985

and March this year for courses including personal computer operation, word processing, security, pipe installation, welding, storemanship, quality control, typing, domestic help, building and motor vehicle driving.

By the end of December last year more than 700 000 people had been trained in about 200 job types on courses varying from three to eight weeks.

In terms of this scheme, the Department of Manpower pays the trainer for hosting the course and pays the trainee a nominal fee for transport and lunch.

Dr van der Merwe said one of the greatest needs in South Africa was to create jobs and "to give people the skills which will give them the confidence to fill a job and do a solid day's work, which both fills them with dignity . . . and injects vigour into employ-

ment creation

"It is so admirable that such excellent progress has been made with the short-course training, as it is in this field that there is such a vast need

"This many-sided training has placed so many people in a position either to obtain employment or to enter the small business sector or the informal sector. It has given people new hope through making them feel more useful, providing them with marketable skills and increasing their efficiency and productivity"

○ The Exhibition of Training shows opportunities under the State-subsidised scheme as well as projects and individual items completed by trainees.

The exhibition is the brainchild of the Association of Training Centres of the Western Cape. This body was formed in 1986 to promote training in the Western Cape and to help trainees market their skills to commerce and industry

Fm 18/3/88

**BUILDING TRAINING**

**Filling two needs**

Many good ideas are so obvious that one wonders why they weren't thought of before. Such is a scheme recently introduced by Murray & Roberts (M&R) Construction in Natal.

Tackling the acute shortage of skills in the building industry, M&R has been running building training programmes with the support of the Department of Manpower. Part of the course involved students constructing "practice" houses at the training site — then demolishing them.

Now, says MD Andrew Stewart, it has been decided to build such houses in surrounding areas — and leave them standing for occupation by members of the local community.

In this way not only are students acquiring vital skills, but also helping to address — if only in a small way — the housing shortage. As the necessity for training programmes of this nature becomes recognised, homeland

governments are giving preferential treatment to companies which tender for housing developments if they are using and training local labour.

For example, in the documents which developers are now required to submit to the KwaZulu government, in order to be approved as township developers and to obtain land allocations, they are now required to state what use will be made of local labour and how many local people will be trained.

What's more, it could pay developers handsomely to comply with these conditions as business in the homelands is increasingly lucrative. The main barrier to development now is the allocation of land and Stewart has already appealed to black community leaders in Natal and KwaZulu to help make this available.

Black taxis between Johannesburg/Messina: loss of revenue to SATS

486 Mr C J DERBY-LEWIS asked the Minister of Transport Affairs

What is the estimated loss of revenue to the South African Transport Services as a result of competition experienced from Black taxis running between Johannesburg and Messina for each of the latest specified five financial years for which figures are available?

The MINISTER OF TRANSPORT AFFAIRS

Although there has been a decrease in the number of passengers conveyed it is not possible to determine what percentage of this decrease can be ascribed to competition from Black taxis

Passenger/goods rail traffic maximum safe speed

487 Mr C J DERBY-LEWIS asked the Minister of Transport Affairs

(1) (a) What is the maximum safe speed applicable to South Africa's rail system in terms of (i) passenger and (ii) goods rail traffic and (b) what speed is permitted by the Transport Services in each case

(2) what time saving could be effected through the application of maximum safety speeds in respect of (a) passenger and (b) goods train journey between Johannesburg and Cape Town?

The MINISTER OF TRANSPORT AFFAIRS

(1) (a) (i) 90 kilometres per hour except in the case of the Blue Train which is 100 kilometres per hour

(ii) Vacuum braked trains and air braked trains on the coal line loaded to a maximum of 26 ton/axle — 60 kilometres per hour

Vacuum braked trains with selected rolling stock and air braked trains loaded to a maximum of 20 ton/axle — 75 kilometres per hour

Air braked trains with a limited train length and selected rolling stock — 100 kilometres per hour

(b) Maximum speeds as set out in part (1) (a) (i) and (ii) of the reply except

where otherwise restricted for technical reasons, e.g. track curvature, down grades, yard/station layouts and for any other safety reasons

(2) (a) and (b) None All trains are operated at their optimal safety limit which is dependent on factors such as rolling stock, track structure signalling, etc

Erection of Mankweng hospital, Lebowa

491 Dr W J SNYMAN asked the Minister of Education and Development Aid

Whether his Department is involved in the erection of the Mankweng hospital in Lebowa, if so, (a) in what respects, (b) what is the tender price and (ii) final cost of erecting this hospital (c) when (i) was the hospital completed and (ii) is the hospital expected to be in operation and (d) for how many beds has provision been made?

The MINISTER OF EDUCATION AND DEVELOPMENT AID

Yes

(a) The Department of Development Aid is involved in an advisory capacity

(b) (i) R35 271 648

(ii) R38 550 100

(c) (i) The end of March 1988

(ii) This date will be determined after consultation with Lebowa in whose judicial area the hospital is situated

(d) 415

Blacks removed from Black spots

502 Mr P G SOAL asked the Minister of Education and Development Aid

(a) How many Blacks were moved from Black spots to Black states in 1987 and (b) (i) from which Black spots, (ii) to which Black states, and (iii) why were they moved in each case?

The MINISTER OF EDUCATION AND DEVELOPMENT AID

(a) None

(b) (i), (ii) and (iii) Fall away

Independent Black states: size in hectares

504 Mr P G SOAL asked the Minister of Education and Development Aid

(1) What was the size in hectares of each of the four independent Black states as at the latest specified date for which figures are available,

(2) whether any land was added to any of these states in 1987, if so, how many hectares were added to each such state in that year?

The MINISTER OF EDUCATION AND DEVELOPMENT AID

(1) Transkei 4 287 000 hectares  
Ciskei 794 000 hectares  
Bophuthatswana 4 187 813 hectares  
Venda 707 513 hectares  
(as at 1 February 1988)

(2) Yes  
Transkei None  
Ciskei 47 000 hectares  
Bophuthatswana 17 hectares  
Venda None

Training schemes offered for Whites

522 Mr C J DERBY-LEWIS asked the Minister of Manpower

(1) Whether his Department offers training schemes for Whites, if so,

(2) whether Whites being trained under such schemes received payment whilst being trained, if not why not, if so, what are the relevant particulars of (a) these schemes and (b) the payment so received?

The MINISTER OF MANPOWER

(1) Yes Two training schemes are at issue, namely the training of trainees and the training of unemployed persons Both training schemes provide for the training of all population groups

(2) Yes

(a) The training of trainees This entails the training of adult persons who meet the admission requirements for training as artisans or as entry level computer programmers

The training of unemployed persons This entails the training of unemployed persons who are keen to improve their job proficiency

(b) Trainees during their training receive an allowance which varies from R48

to R78 per week, depending on the trainee's number of dependants

Unemployed persons younger than 18 years receive a daily allowance of R1.80 and persons older than 18 years receive a daily allowance of R2.40 whilst they are in training

Note Particulars on training appear in paragraphs 4.16 to 4.18 and 4.49 to 4.54 of Chapter 4 in the 1986 Annual Report.

Strikes amount lost

534 Mr C J DERBY-LEWIS asked the Minister of Manpower

What amount is it estimated was lost in terms of production as a result of strikes in each of the latest specified five financial years for which information is available?

The MINISTER OF MANPOWER

As the submission of particulars on amounts estimated to be lost in production owing to strikes is not required by the Labour Relations Act 1956, the Department of Manpower does not keep statistics thereon and the requested particulars are therefore not available

Overseas visits

575 Mr P G SOAL asked the Minister of Manpower

(1) Whether he undertook any overseas visits in 1987 if so, (a) which countries were visited and (b) what was the purpose of each visit

(2) whether he was accompanied by any representatives of the media on these visits if so, (a) what were the names of the journalists involved (b) which newspapers or radio or television networks did they represent (c) to which countries did each of these persons accompany him and (d) why

(3) whether any costs were incurred by his Department as a result of so what total amount in that year?

The MINISTER OF MANPOWER

(1) Yes

(a) Spain

(b) Private

# President Sebe opens training centre

D/D 20/3/88

Daily Dispatch Reporter  
MDANTSANE — The  
Ithemba Training  
Centre would provide  
technical instruction on  
a level comparable with  
the best on the sub-con-  
tinent, President Len-  
nox Sebe of Ciskei said  
here yesterday

President Sebe and  
his wife, Virginia were  
the guests of honour at a  
colourful ceremony to  
mark the opening of the  
centre which was estab-  
lished by the Ciskei  
Department of Man-  
power Utilisation

The mayors of Mdant-  
sane, East London and  
surrounding centres  
were among the 1 000  
people present

The centre, which  
started out training  
unemployed people in  
basic skills to make  
them more competitive  
on the open labour mar-  
ket, will offer instruc-  
tion in various building  
trades, as well as train-  
ing fitters and turners,  
drivers, security offi-  
cers, secretaries, com-  
puter operators and  
panel beaters

President Sebe said  
the centre had been ere-  
cted to fill the urgent  
need to train those can-  
didates who were  
equipped to follow tech-  
nical occupations

The Ciskei govern-  
ment had invested R20  
million in its expansion

and up-grading, he said

"During a recent visit  
to Ithemba, I was im-  
pressed to note the wide  
area of training that is to  
be offered, as well as the  
machinery and equip-  
ment that is available

"Ithemba will fill a  
long-awaited need. It is  
the realisation of a  
dream to meet the train-  
ing needs of our nation,  
and to develop and  
uplift the standard and  
quality of life for all  
Ciskeians

"I believe also that  
this centre has the man-  
power to make full use  
of the facilities that are  
now at their disposal"

President Sebe said  
there were those who  
had not been fortunate  
enough to be in the ac-  
ademic stream but who  
still had practical tal-  
ents with which to build  
the nation

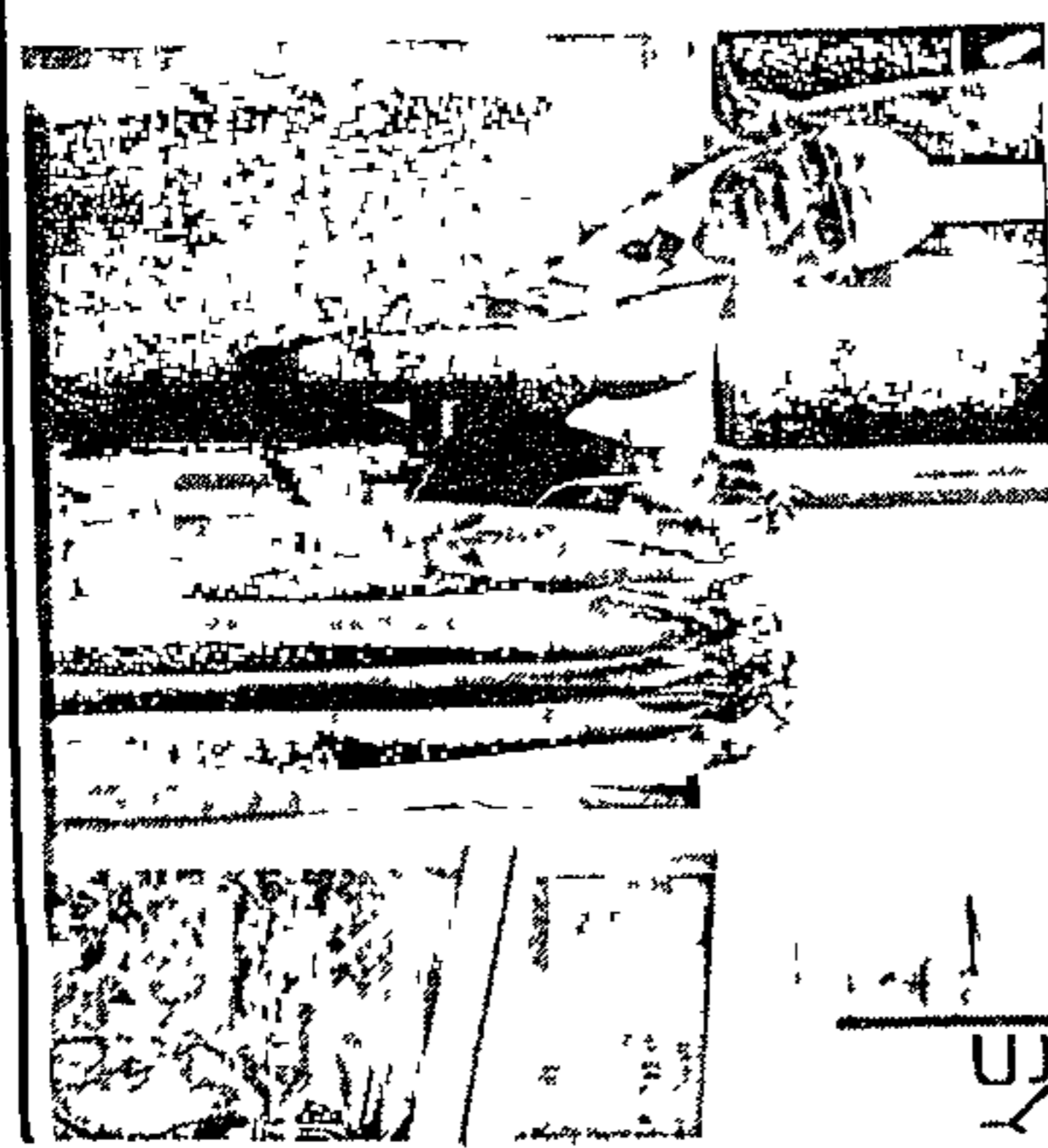
"I hope the Ciskeian  
people will make use of  
the facilities provided  
by the Ithemba Training  
Centre to help find suit-  
able employment. I ap-  
peal to the nation to  
keep the centre operat-  
ing at its full capacity  
and to produce a con-  
stant stream of well-  
trained men and women,  
not only to secure a  
livelihood for them-  
selves but also to be  
part of the machine  
which operates to build  
a greater Ciskei"



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ABOVE.  
Part of the crowd that  
attended the official  
opening of the Ithemba  
Training Centre in  
Mdantsane yesterday, at  
which the President of  
Ciskei, Chief Lennox  
Sebe, and his wife  
Virginia, were the  
guests of honour

RIGHT.  
President Sebe unveils  
a plaque commemorat-  
ing the opening of the  
Ithemba Training  
Centre





# Training is the key to SA's future — Du Plessis

By Sally Sealey

Training was the key to South Africa's future said the Minister of Manpower, Mr Pietie du Plessis at the opening of the manpower exhibit at the Rand Show yesterday

Mr du Plessis said unemployment was one of the most serious problems facing South Africa

"Unemployment knows no barriers. It cuts across race and class," he said.

Mr du Plessis said that since the inception of the Manpower Training Programme in June 1985, the Government

had contributed R325 million to the training of the unemployed

The Director-General of Manpower Dr Piet van der Merwe said since the start of the programme almost three years ago 270 000 people had been trained in 300 centres throughout the country in 200 job categories

He said the Department of Manpower would not have accomplished this without the help of the private sector.

The exhibition is the largest of its kind in South Africa with at least 80 exhibitors from all over the country

3/13/88 (179) Snd

# Photo courses for jobless

*Sowden*  
8/4/88  
179

THE Department of Manpower, together with an independent photographic institution, has organised free photographic courses for the unemployed starting from April 11.

Phototeach will run the courses which cover many aspects of photography. All material, including film and darkroom chemicals, are provided.

Co-ordinator and tutor Mr Chris Motau said the courses were designed to enable people to earn a living from freelance photography.

Mr Motau or Mr Noel Mapheto can be contacted at (011) 783-1013 or 783-1016.

(7) Behoudens die bepalings van hierdie artikel word enige aanstelling gemaak, besluit geneem, magtiging verleen, heffing of spesiale heffing opgelê, fonds ingestel, registrasie gemaak, verbod opgelê, voorskrif, lasgewing, bepaling of kennisgewing gepubliseer of enigiets anders gedoen, voor die inwerkingtreddingsdatum kragtens 'n bepaling van die Droëvrugteskema, en wat onmiddellik voor die inwerkingtreddingsdatum van krag is, geag gemaak, geneem, verleen, opgelê, ingestel, gepubliseer of gedoen te wees kragtens die ooreenstemmende bepaling van hierdie Skema.

(8) Enige aksie met betrekking tot droëvrugte wat voor die inwerkingtreddingsdatum deur die Droëvrugteraad ingestel is, word geag deur die Raad kragtens die ooreenstemmende bepaling van hierdie Skema ingestel te wees.

## DEPARTEMENT VAN MANNEKRAG

No. R. 1063

10 Junie 1988

### WET OP MANNEKRAGOPLEIDING, 1981

#### OPLEIDINGSKEMA VIR DIE MYNBEDRYF

Ek, Pieter Theunis Christiaan du Plessis, Minister van Mannekrag en van Openbare Werke en Grondsake wysig hierby die Skema vir die mynbedryf van Suid-Afrika waarvan die bepalings in die Bylae tot Goewermentskennisgewing R. 1134 van 29 Mei 1981 gepubliseer en die geldigheidsduur by Goewermentskennisgewings R. 1036 van 25 Mei 1984 en R. 1205 van 29 Mei 1987 verleng is, deur die volgende klousule 12 na die bestaande klousule 11 in die Afrikaanse teks van die kennisgewing in te voeg.

#### "12. Ontbinding van die Fonds

Ingeval hierdie Skema ophou funksioneer moet die Fonds ontbind word soos hierna bepaal.

- (i) Alle verpligtings moet nagekom word, en
- (ii) alle bates van die Fonds moet te gelde gemaak word en dit, tesame met enige fondse wat oorbly na die nakoming van die verpligtings bedoel in (i) hierbo, moet ten opsigte van sodanige spesifieke tyd of tydperk as wat die Raad bepaal, aan bydraers oorbetaal word in verhouding tot die getal ambagsmanne ten opsigte van wie 'n bydrae betaal is"; en

die volgende klousule 12 na die bestaande klousule 11 in die Engelse teks in te voeg:

#### "12. Dissolution of the Fund

In the event of this Scheme ceasing to function the Fund shall be dissolved as hereinafter provided.

- (i) All liabilities shall be settled; and
- (ii) all assets of the Fund shall be turned to account and these, together with any funds remaining after the discharge of obligations referred to under (i) above, shall be paid over to contributors in proportion to the number of artisans for whom a contribution was made in respect of such specific time or period as the board may determine "

C. DU PLESSIS,

Minister van Mannekrag en van Openbare Werke en Grond-

(7) Subject to the provisions of this section, any appointment made, decision taken, authority granted, levy or special levy imposed, fund established, registration made, prohibition imposed, prescription, direction, provision or notice published, or any other thing done prior to the commencement date under a provision of the Dried Fruit Scheme, and in force immediately prior to the commencement date shall be deemed to have been made, taken, granted, imposed, established, published or done under the corresponding provision of this Scheme

(8) Any action in relation to dried fruit that has been instituted prior to the commencement date by the Dried Fruit Board shall be deemed to have been instituted by the Board under the corresponding provision of this Scheme

## DEPARTMENT OF MANPOWER

No. R. 1063

10 June 1988

### MANPOWER TRAINING ACT, 1981

#### TRAINING SCHEME FOR THE MINING INDUSTRY

I, Pieter Theunis Christiaan du Plessis, Minister of Manpower and of Public Works and Land Affairs, hereby amend the Scheme for the mining industry of South Africa of which the conditions in the Schedule to Government Notice R. 1134 of 29 May 1981 is published and the validity by Government Notices R. 1036 of 25 May 1984 and R. 1205 of 29 May 1987 is extended, by the insertion of the following clause 12 after the existing clause 11 in the English text of the notice:

#### "12. Dissolution of the Fund

In the event of this Scheme ceasing to function the fund shall be dissolved as hereinafter provided.

- (i) All liabilities shall be settled, and
- (ii) all assets of the Fund shall be turned to account and these, together with any funds remaining after the discharge of obligations referred to under (i) above, shall be paid over to contributors in proportion to the number of artisans for whom a contribution was made in respect of such specific time or period as the board may determine "

the insertion of the following clause 12 after the existing clause 11 in the Afrikaans text;

#### "12 Ontbinding van die Fonds

Ingeval hierdie Skema ophou funksioneer moet die Fonds ontbind word soos hierna bepaal

- (i) Alle verpligtings moet nagekom word, en
- (ii) alle bates van die Fonds moet te gelde gemaak word en dit, tesame met enige fondse wat oorbly na die nakoming van die verpligtings bedoel in (i) hierbo, moet ten opsigte van sodanige spesifieke tyd of tydperk as wat die Raad bepaal, aan bydraers oorbetaal word in verhouding tot die getal ambagsmanne ten opsigte van wie 'n bydrae betaal is "

P. T. C. DU PLESSIS

Minister of Manpower and of Public Works and Land Affairs

# Mossgas brings jobs and training project

**WHATEVER** else may be said about the multi-million-rand Mossel Bay project, it is creating many jobs.

A total of 800 artisans have been trained for the project, and another 1 000 are in training.

Training is being undertaken by the Port Elizabeth-based Eastcape Training Centre (ETC), master-minded by the Constructional Engineering Association (CEA), an employer organisation affiliated to Seifsa.

CEA chairman Rene Schmetz said at a meeting of the company "SA is in a crisis situation — and has been for a long time — with regard to the chronic shortage of skilled labour."

The CEA has negotiated each page of its training manuals with trade unions and gazetted them to produce schedules that Mr Schmetz believes will provide a lasting pool of skilled labour.

"The graduates are not equivalent to experienced artisans, but will have a sound basis which can be built on in a short time," he says.

**DEPRESSED**

The question, however, must be — is there life after Mossgas?

An energy consultant believes that far more job opportunities could be created for the less-skilled labour force if the same amount of money was spent to finance low-cost housing and other necessary infrastructure.

"As in all petrochemical plants, the number of permanent jobs is small in relation to the investment," he says.

Even so, more workers will emerge with skills after Mossgas, and the long depressed city of Port Elizabeth is benefiting as much as surrounding towns.

S/Times 13/7/88

... after an-  
other councillor hit him in  
the face.

## Job training on East Rand

By LULAMA LUTI

UNEMPLOYED people  
on the East Rand can attend  
training courses at St Anth-  
ony's Centre, Reiger Park,  
in Boksburg.

The centre offers courses  
in domestic service, needle-  
work and hat-making, hand-  
knitting and crochet, basic  
welding and basic fit-  
ting.

The free courses are spon-  
sored by the Department of  
Manpower.

Interested people should  
apply by calling at St Anth-  
ony's Centre, or telephone  
52-7448.

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# Call to involve Taba in training

WHITE programmes designed to uplift blacks have always failed because whites do not have their finger on the pulse of black people, says Transvaal African Builders' Association (Taba) president Joas Mogale

He was commenting on a report on a R17m building training programme undertaken by the Building Industries Federation of SA (Bifsa)

"What these well-meaning institutions need to do is to work hand-in-hand with organisations that are practically involved with the people and channel all

THEO RAWANA

their programmes — educational, financial and otherwise — through them," says Mogale.

If the programmes were conducted in conjunction with Taba, the building industry could only gain "because we have a better understanding of the black builder. Private sector aid needs to be channelled to black builders through us", Mpgale says

Bifsa spokesmen could not be contacted for comment yesterday

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Star 8/8/88  
Educated workforce  
vital — Sasol chief

BLOEMFONTEIN — Businessmen have to become more involved with training institutions because they cannot afford to wait for "from the bottom up" improvements to the education system, says P du P Kruger, executive director of Sasol.

He told the International Association of Commerce and Economic Students at the University of the Orange Free State at the weekend the first challenge to overcome was the shortage of educated manpower, which remained one of the biggest obstacles to economic development.

Education structures had not kept pace with the demands of a developing economy, he said.

For example, in 1975, 16 percent of all university graduates were engineers, whereas in 1985, only 11 percent were engineers.

There were also too few being trained in the scientific and business fields, he said.

The broad economic and social demands of the community needed to be identified.

Mr Kruger said businessmen needed to find methods that were as constructive as possible in dealing with trade unions. Nor could they allow unions to be the only communication channel with their workers.

Unfortunately, some unions had become politicised by both the right and the left and did not always act in the best long-term interests of their members.

He said it was essential that the quality of life for all and attitudes towards other population groups be improved.

South Africa was changing fast and the developing part of the population was experiencing an information and industrial revolution.

Improved productivity was the key to fulfilling economic demands, with business leaders' first responsibility to their customers, shareholders and workers.

"People are a company's most important asset," he said — Sapa

**DEPARTEMENT VAN FINANSIES**

No. 1782 2 September 1988

13 PERSENT BINNELANDSE GEREGISTREERDE EFFEKTE, 2005 —SERTIFIKAAT 8268 VIR R16 780 UITGEREIK TEN GUNSTE VAN KAYEMESS NOMINEES (PTY) LTD

Aangesien daar by die Tesourie aansoek gedoen is om 'n duplikaat van bovermelde sertifikaat wat verloor of verlé is, word hierby bekendgemaak dat, tensy die oorspronklike sertifikaat binne vier weke na die datum van publikasie van hierdie kennisgewing by die Tesourie, Privaatsak X115, Pretoria, ingelewer word, die verlangde duplikaat uitgereik sal word

**DEPARTEMENT VAN MANNEKRAG**

No. 1767 2 September 1988

WET OP MANNEKRAGOPLEIDING, 1981  
VRYSTELLING VAN LOGBOEKVEREISTES —  
MYNBOUNYWERHEID

Ek, Pieter Theunis Christiaan du Plessis, Minister van Mannekrag en van Openbare Werke en Grondsake, handelende kragtens artikel 47 (1) van die bogenoemde Wet—

(a) trek hierby Goewermentskennisgewing R 2612 van 30 November 1984 in.

(b) stel hierby, vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk eindigende 31 Desember 1989, alle werkgewers wat betrokke is in die Nywerheid en die gebied ten opsigte waarvan die Nasionale Mannekragopleidingskomitee vir die Mynbounywerheid ingevolge Goewermentskennisgewing 754 van 31 Oktober 1986 ingestel is, vry van die vereistes van artikel 44 (1) (b) van die bogenoemde Wet en regulasie 19 (1) van die regulasies kragtens die genoemde Wet uitgevaardig, op voorwaarde dat elke werkgewer aan elke vakleerling of minderjarige wat by hom in diens is, 'n logboek verskaf in die vorm voorgeskryf deur die Mining Industry Engineering Trades Training Board wat die Mining Industry Engineering Trades Development and Training Fund, ingestel by Goewermentskennisgewing R 1134 van 29 Mei 1981 saamgelees met Goewermentskennisgewings R 1036 van 25 Mei 1984 en R 1205 van 29 Mei 1987, administreer, en

(c) stel hierby alle vakleerlinge of minderjariges in die Nywerheid en gebied vermeld in paragraaf (b) vry van die vereistes van artikel 44 (2) (b) van die bogenoemde Wet op voorwaarde dat sodanige vakleerlinge of minderjariges in die voorgeskrewe stadiums in die logboek wat aan hulle ingevolge paragraaf (b) verskaf is, die besonderhede van die opleiding deur hulle ontvang, aanteken

P T C DU PLESSIS,  
Minister van Mannekrag en van Openbare Werke en Grondsake

**DEPARTEMENT VAN MINERAAL- EN ENERGIESAKE**

No. 1764 2 September 1988

UITHOU VAN GROND VIR DIE DOEL VAN 'N DORP

Die Staatspresident het drie stukke geproklameerde grond, onderskeidelik ongeveer 33,2688 hektaar, 2 604 vierkante meter en 19,9700 hektaar groot, gelee op die

**DEPARTMENT OF FINANCE**

No. 1782 2 September 1988

13 PER CENT INTERNAL REGISTERED STOCK, 2005 —CERTIFICATE 8268 FOR R16 780 ISSUED IN FAVOUR OF KAYEMESS NOMINEES (PTY) LTD

Application having been made to the Treasury for a duplicate of the above-mentioned certificate, the original having been lost or mislaid, notice is hereby given that unless the original certificate is produced at the Treasury, Private Bag X115, Pretoria, within four weeks from the date of publication of this notice, a duplicate as applied for, will be issued

**DEPARTMENT OF MANPOWER**

No. 1767 2 September 1988

MANPOWER TRAINING ACT, 1981  
EXEMPTION FROM LOGBOOK REQUIREMENTS —  
MINING INDUSTRY

I, Pieter Theunis Christiaan du Plessis, Minister of Manpower and of Public Works and Land Affairs, acting in terms of section 47 (1) of the above-mentioned Act, hereby—

(a) withdraw Government Notice R 2612 of 30 November 1984,

(b) exempt from the date of publication of this notice and for the period ending 31 December 1989, all employers engaged in the Industry and the area in respect of which the National Manpower Training Committee for the Mining Industry has, in terms of Government Notice 754 of 31 October 1986 has been established, from the requirements of section 44 (1) (b) of the above-mentioned Act and regulation 19 (1) of the regulations framed under the said Act, on condition that every employer shall furnish to every apprentice or minor employed by him in a designated trade, a logbook in the form prescribed by the Mining Industry Engineering Trades Training Board which administers the Mining Industry Engineering Trades Development and Training Fund, established by Government Notice R 1134 of 29 May 1981 read with Government Notices R 1036 of 25 May 1984 and R 1205 of 29 May 1987, and

(c) exempt all apprentices or minors in the Industry and area mentioned in paragraph (b) from the requirements of section 44 (2) (b) of the above-mentioned Act on condition that such apprentices or minors shall at the prescribed stage enter in the logbook furnished to them in terms of paragraph (b) such particulars of the training received by them

P T C DU PLESSIS,  
Minister of Manpower and of Public Works and Land Affairs

**DEPARTMENT OF MINERAL AND ENERGY AFFAIRS**

No. 1764 2 September 1988

RESERVATION OF LAND FOR THE PURPOSE OF A TOWNSHIP

The State President has, in terms of section 184 of the Mining Rights Act, 1967 (Act 20 of 1967), reserved for the purpose of a township three portions of proclaimed land



## INDUSTRIAL TRAINING

### Taken to task

SA's engineering sector has decided that specific skills, not diplomas, are needed to overcome the country's lack of expertise

The private sector has launched a determined training programme to meet SA's needs in the mechanical, electrical and instrumentation (MEI) fields

However, with the Moss gas synthetic fuel project alone requiring about 7 000 trained MEI specialists over the next four years, industry cannot afford the three-and-half years or more it takes an artisan to qualify

Instead, taking its cue from a study showing most tasks in the fabrication and construction industries can be performed by skilled operators, industry has opted for shorter-term skills training

About 1 500 operators have already passed the 16-24 weeks skills training courses at Port Elizabeth's Eastern Cape Training Centre and at Mossel Bay, George, Oudtshoorn and Saldanha Bay

The traditional SA way of obtaining skills has been to import them from abroad, poach from other local institutions or via the apprenticeship route. But competing for limited skills boosts wage inflation and artisan training takes up to four years

"The usual dilemma is that contractors do not train unless they have a contract — and when they have the contract, they invariably do not have the time to train staff. Poaching or importing staff are other options, but this does not address the problem of the skills shortage," says Construction Engineering Association (CEA) executive director Rene

### Schmetz

Moss gas has highlighted the problems. Together with the major participants, the Central Energy Fund (CEF) and Gencor, CEA decided a new approach was required

"With 425 boilermakers needed on Moss gas alone and only 91 qualifying in the whole of SA in 1987, we clearly had to follow a new route," says Schmetz

It was the CEA's study, four years ago, that discovered about 90% of tasks in the fabrication and construction industries could be performed by skilled operators other than artisans. CEA analysed tasks in the Steel and Engineering Industry Federation's 13 technical schedules and condensed them into five categories, with category five being the trained artisan. These were officially gazetted in 1987

"This made it possible for a category one labourer to progress through to category four in a relatively short time by increasing his skills. When the CEF and Moss gas-Mossref asked industry to find a local solution to our manpower problem, we had the structure in place," says Schmetz

CEA found most of the tasks required for the Moss gas project could be handled efficiently and without loss of quality by its category four operators. However, it insists it is not trying to undermine the position of the artisan, whose services are still required at higher-skilled levels.

The local option is cheaper: it costs an estimated R80 000 to import a trained artisan for one year. Training a local man for long-term use costs about R20 000

Nevertheless, to train thousands of skilled operators is expensive. Training costs for the Moss gas project alone are estimated at R75m, of which R37,5m has already been provided to CEA. These funds will be repaid through a 1,5% levy on local content of all MEI projects using newly skilled workers

Providing the country's estimated 30 000

skilled workers, up to artisan level, required over the next 12 years could cost an estimated R278m. CEA has asked government to provide financial aid for the project and is awaiting a response from Deputy Finance Minister Org Marais

"Financial relief in the form of training tax incentives, which could be paid up front in the form of cash payments, would help," says Schmetz

It has long been argued that as a largely Third World country, SA should put more effort into providing useful skills for many people, rather than concentrating on small numbers of highly qualified personnel. It will be interesting to see how government responds now that such an opportunity exists

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# Blind and semi-blind sufficient



**BLIND and semi-blind workers connect electrical appliances at the Soweto Workshop for the Blind.**

**By MOKGADI PELA**

**THE Soweto Workshop for the Blind is a factory with a difference.**

A visit to the workshop, which is situated on the outskirts of Soweto, served as an eye-opener against metal and the to and fro movement of a single forklift that gave the place the atmosphere of a factory.

Inside were workers, some totally blind, most only partially, assembling electrical appliances. Others were

assembling rods which would be sent to factories for further uses.

The society to help the blind people was established in 1926 and spread to other areas. The Soweto Workshop for the Blind was opened last October. According to the manager, Mr Denver Berry, within three weeks there were 50 blind workers.

He said "The work done here is not the old-style make-work to pass the hours and bring in a tiny wage. It is genuine, competitive work, work which has been chosen so

that the sense of sight is least important. One of the tasks involves a major contract with National Bols who offer a large volume of work.

"Our vision for the future is to have blind but useful people. At the moment we have about 100 people but we hope to have 300 in the coming years."

The workshop is a partner to the Transvaal Adult Blind Black Association. Funding has come from quarters such as the South African National Council for the Blind. Mr Berry has

appealed to Soweto businessmen to donate funds.

Those wishing to be employed at the centre could phone him at (011) 938-1536 or 933-2247.

Like any other factory, they have knock off time, and when that happens, Mrs. Sonu Mazibuko the mobility instructor, steps in. She explained her role as showing the workers their different routes to either their homes or friends. She however, appealed for more people to come to her assistance to overcome her problems.

# 'Bigger growth needed to create more work'

PRETORIA — SA's grim unemployment problem, and the dire need for high-level manpower, was stressed here yesterday at an in-service training symposium

National Manpower Commission chief director F S Barker said SA not only needed economic growth but growth that generated more employment than in the past

Barker said the shortage of high-level manpower was particularly severe. It was estimated there were 40 045 vacancies in the professional, technical and management occupations

Unemployment was the primary cause of poverty in SA

During the first three months of 1988, the unemployment rate among blacks was 14,7% (about one-million people) in a strict definition of unemployment. People who worked more than five

6/10/88  
p/daw  
GERALD REILLY (139)

hours a week were not counted as unemployed

According to some researchers, however, the actual figure could be as high as three to four-million

## Dismal

In April this year, nearly 70% of black unemployed were younger than 35. The rate among those younger than 30 was about 20%. And more than 60% of all black unemployed had an educational level of not higher than Std 5

In the first three months of this year 10,5% of coloured people (125 000) and 10,6% (34 000) of Asians were without work

Barker said scenarios of future unemployment were dismal

PRETORIA — Many jobs created over the next decade would, to a great extent, be open only to workers with skills and qualifications, Manpower Minister Pietie du Plessis said yesterday

At the opening of an in-service training symposium, he stressed a great need for training and said SA could not afford to restrict new technologies just for the sake of labour-intensive activities

To compete in international markets and to sustain jobs and

## 2,8-million unskilled workers

PRETORIA — The supply of unskilled workers was now as high as 2,8-million, while the demand for high-level manpower far exceeded supply, Manpower director-general Piet van der Merwe said yesterday

He also told an inservice training symposium there was a serious

## Technology versus labour — Du Plessis

GERALD REILLY

economic growth, a balance would have to be found between labour-intensive and capital-intensive economies

The country had an unemployment problem on the one hand and a shortage of skilled workers on the other

Du Plessis said it could be predicted that there would be less of a need for unskilled workers

GERALD REILLY

imbalance between education and training systems and the labour market

He said inservice training could go a long way to eliminating the imbalance in the labour market

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# No skills shortage, only skills wastage

MANY Management Information Systems (MIS) managers have lost focus of their primary role of bringing about meaningful change in the organisations they serve. There is a leadership vacuum in many organisations, and instead of the single-minded pursuit of a clear strategy, much effort is dissipated into activity which does not directly support the needs of the business. This is according to Tony Davies, MIS director of the Premier Group and a guest speaker at the Information Technology Productivity seminar to be held in Johannesburg and Cape Town later this month.

There is no skills shortage, only skills wastage. Far too much resourcing is applied in the suppliers and services sectors whilst there is a dearth of practitioners, who can put information systems to work in improving business," Davies said. He anticipates a "day of reckoning".

When this imbalance will be corrected by a shake-out

"In spite of this, many MIS divisions are stifled by bureaucracies, many of their own making. Steering committees, overweight staff functions and consultants, to name but a few, are often counter-productive.

"Amongst it all, the MIS manager has abdicated his singular responsibility of providing clear direction or being accountable for the results. Many organisations seem to drift whilst others make inexplicable sharp changes in direction. The productivity cost of changing direction is enormous.

"A prerequisite is for the MIS manager to have strong leadership qualities and his business empathy should rate higher than his technical competence. His strengths should be in management," said Davies.

"Many technical people are in love with technology and will not make good managers. Getting seduced by technology can often cause managers to

lose focus. With this being said, people with good management skills are rare in the industry."

Davies explained his philosophy with regard to project management.

"There are several systems and methodologies available which are aimed at successful project management. They often consume such resources in themselves, and probably increase the costs and timescales of projects whilst at the same time providing all sorts of exercises for non-delivery."

"We use some very simple common-sense approaches, where first and foremost the responsibility for delivery rests clearly with one person. We refer to this as the 'no cop-out' philosophy.

"Secondly, we place great emphasis on dates and not accepting excess for delays. Whatever the problem, it is up to our staff to make whatever decisions and take whatever action necessary to keep the project on track. If you control time, costs will look after themselves."

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# By year 2000 SA will need 250 000 managers

by SAMKELO KUMALO

FILE there is a growing need for black managers, irrational and uneconomic factors as discriminatory legislation, racial prejudice and ethnocentrism are presenting hurdles for black managerial development

This state of affairs made it necessary for blacks to acquire political power first, the 32nd annual convention and exhibition convened by the Institute of Personnel Management of South Africa heard at Sun City, Bophuthatswana, last week

While a number of speakers joked at length on the technological development of the African industry and to scope open for managerial positions, two leading black speakers concentrated on the political superstructure and how it affected developments in the economic base

Speaker after speaker stressed that there were no short cuts toward technological, economic and managerial development in the country other than black advancement. The white businessman, though, had to take the initial

ive because the government had failed

Blacks were not failing because they were being impeded by their cultural backgrounds. Culture was being used by whites as an excuse for denying blacks advancement, the convention was told

Mohale Mahanyele, a Johannesburg business consultant, said the South African business world preferred to ignore that economics was about people and needed the participation of all, irrespective of cultural and sexual backgrounds

He said there was a chronic need for blacks in managerial positions  
"Hence the ultimate causes of all social changes and political revolutions are to be sought, not in the minds of men, not in their increasing insight into eternal truth and justice, but in the changes of the mode of production and exchange"

Focusing on black managers and the challenge facing business in South Africa, Mahanyele said the best and most reliable way to anticipate the future was to understand the present

"The competitive edge of our human resources can only be realised under conditions that provide all our people equal and unimpeded access to all the basic freedoms and to equalise opportunities that can never be equalised independent of social, political and economic issues"

By the turn of the century the country would need about 250 000 managers and there was no chance that this challenge would be met due to the shortage of graduates and people with diplomas in the field  
The irony of the whole problem was that despite the average economic growth rate of one percent per annum between 1975 and 1985, the shortage had steadily been increasing

"In its entire history, South Africa has relied almost entirely on whites to provide this important resource of the economy. A number of economically active immigrants were gained, but that was accompanied by a mass exodus of the country's qualified professional people  
"To make matters worse, the current manager to worker ratio is about one to 65, while

in Japan it is one to 12, one to 14 in Australia and one to 16 in America

"But we arrived at this crisis in the country's economy not by accident but by some purposeful design, however misguided it may now seem

"Statistics clearly show that it is well nigh impossible for this state of affairs to continue without some situation too ghastly to contemplate erupting. It is not too difficult to imagine a South Africa dragged backwards into a poor country where poverty, disease, ignorance and all types of evils will abound and ravage the communities"

Mahanyele added that the white business fraternity was faced with the very daunting and challenging task of tackling the serious imbalance between palty numbers of entrepreneurs, managers and skilled manpower as against an exceedingly high number of unskilled and labouring manpower"

It is estimated that by the turn of the century, the country will need about 576 000 whites (excluding immigrants) to join the labour force  
Mahanyele said the maxi-

mum that "could conceivably be appointed to management positions is 136 000", leaving a shortfall of 75 000 positions to be filled by other black groups at a rate of 4 000 a year

"And yet," he said "in the past 20 years only an average of about 300 blacks have filled executive jobs"

According to Mahanyele, only 1,8 percent of the South African population fell within the executive and managerial class, whereas in Canada the figure was about 7,8 percent

"It is, therefore, patently and abundantly clear that the South African economy cannot even begin to grow unless and until blacks form a significant part of the total management structure. However, this task can never be solved without the invaluable contribution that business leaders must make if all else is to survive"

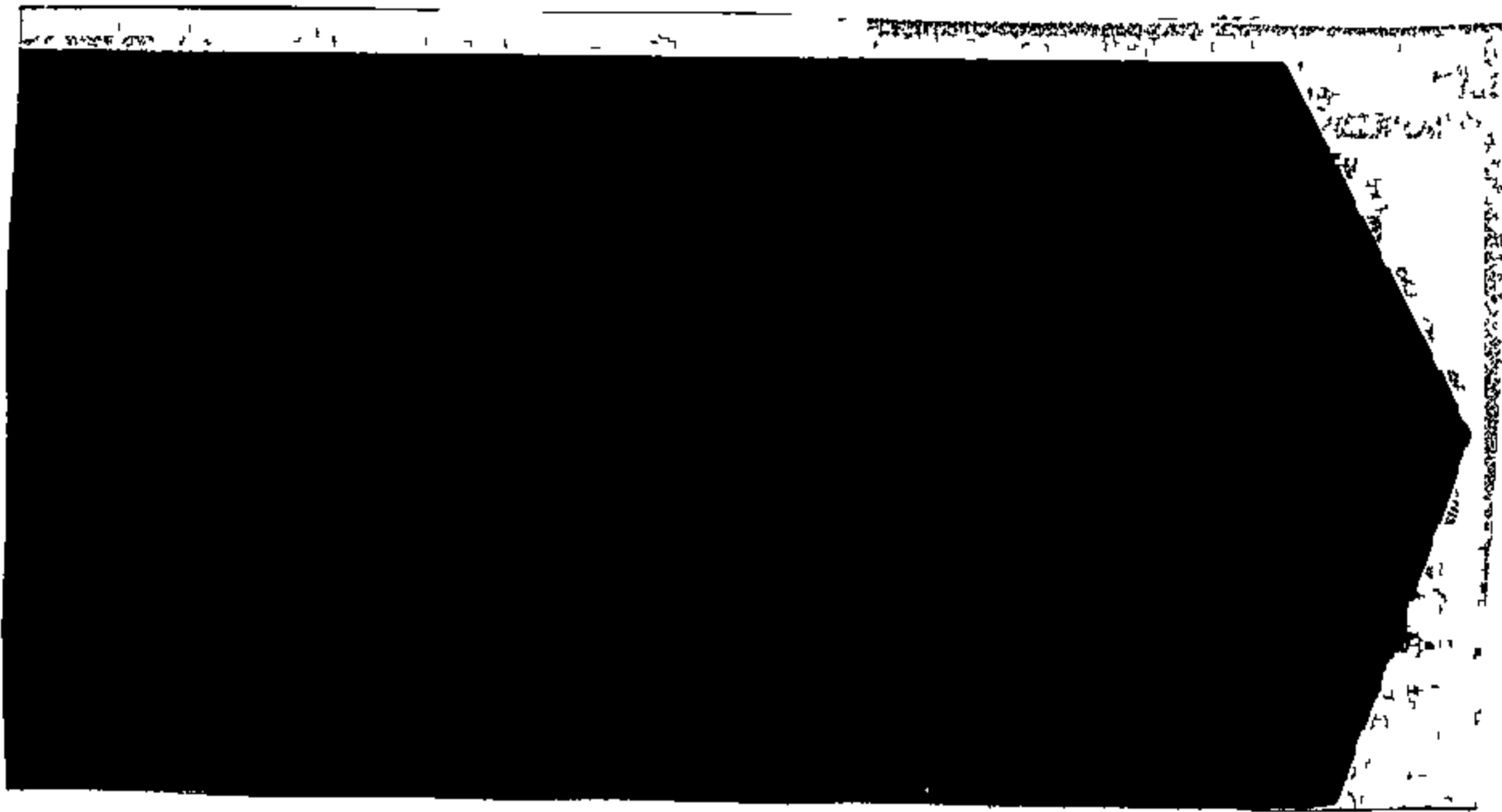
On the question of myths in the business world, Mogahe said the attitude was that when a black man achieved a higher position or success, white males resorted to individual explanations to account for the departure from the

general rule, like where the man got his education or family background

"Ascribed status attribute certain abilities, traits and motives to blacks and white females as a group and not as individuals. Sweeping and highly questionable assumptions are used to catergorise the low status of these groups in society. Thus groups are assumed to be where they are because of personal characteristics like values, motivation ability and goals rather than the situation in which they have been placed."

However, Mahanyele said, South Africa was undergoing the same historical development experienced by American blacks over 20 years ago "albeit under different circumstances"

"Now is the time for business leadership to organise and implement an integration programme where blacks cannot only join the management ranks but also be effectively involved in the profit-oriented philosophy of true progress, leading to sharing the wealth," he said



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THE Department of Manpower, together with an independent photographic institution, has organised free photographic courses for the unemployed starting from November 21

The regular courses — the last to be held this year — will cover many aspects of photography. All material, including film and darkroom chemicals, will be provided free of charge.

Co-ordinator Mr Chris Motau said the courses were designed to enable people to earn a living from freelance photography.

For further information contact Mr Motau or Mr Noel Mapheto at (011) 783-1013 or 783-1016.

## New schooling plan puts emphasis on practical training, setting up youngsters for life

# Education system geared up for the future

Alexandra is to get a R2 million Community Education Centre made up of a secondary school, a technical college and a community hall

Building is expected to start on a site between Gordon Road and Ninth Avenue, southern Alexandra, next year

The project is being developed by the people of Alexandra, represented by Mr G R Letsosolo, Mr Peter Mathare and Mr Martin Ramokgadi, the Council of Alexandra, presented by the Administrator, Mr Steve Urger, The Star TEACH and, Rotary, and the Department of Education and Training

The project is to be built in three phases: a technical college costing R1 million, a senior secondary high school costing R6 million, and a community hall costing R8 million

Announcing details of the scheme, deputy general manager of The ACE Centre, Mr Rory Wilson, said the ACE Centre, as it will be known, would provide specialised education to ensure school-leavers have the right skills for self-employment

Education and jobs: these are the great needs of the young people of Alexandra. It is all very well to upgrade their town, say the youth, but if they are to live there they must have future prospects. Today *Winnie Graham* looks at plans to provide the young people not only with additional schooling, but career-directed education — and, hopefully, a bright future.

reasons why many school-leavers do not find employment is that they are in the 'straight six' trap. With their sights set on university, they take the so-called straight six subjects — for example two languages, history, geography, maths and science. However, if they don't achieve a place at a university or technikon, they are left with few skills of value to a prospective employer.

"Few school-leavers achieve a place in university or a technikon. The exceptionally high rate of unemployment in the area makes it very difficult for school-leavers without marketable skills to find a job."

It had become necessary, therefore, to build a specialised education centre in Alexandra which would ensure that school-leavers had appropriate skills for employment or self-employment in the wider community. He added "One of the

education — the career-directed school," he said. "Three directions of study have been decided on: industrial science, economic science and food and health services."

"To accommodate this new approach, the school will require an engineering workshop, encompassing the civil, mechanical and electrical disciplines, a computer centre and a home economics and catering centre. In addition, there will be the usual classroom blocks, administration areas, laboratory and storeroom."

Among the career-directed courses students would be able to take, for instance, would be two languages, commercial maths, economics, commercial law, and accounting, or two languages, building science, building drawing, civil engineering and maths.

The school would be phased in over three years, starting in 1991 with 150 Std 8 pupils in each of the three directions. The total enrolment by 1993 would be 1 350.

"The children who attend the ACE school will not only have a better academic education, they

will have the advantage of taking matric subjects that will give them a better chance of employment later in life," Mr Wilson said.

The need for a technical training facility for the people of Alexandra was recognised as early as 1980 by the Alex Uplift Joint Sub-committee, the forerunner of the steering committee responsible for the ACE Centre.

For this reason, the technical college will be built first. It will consist of a three-storey multipurpose block, a two-storey administration and library block, a cafeteria and kitchen block, a support area with rest rooms.

### Enrichment

Students will be able to enter the ACE Technical College at any stage of schooling. The emphasis will be on vocational education and enrichment programmes.

School-leavers who have found employment in technical areas may make use of the "block-release" system whereby their employers release them from employment for a 13-week block

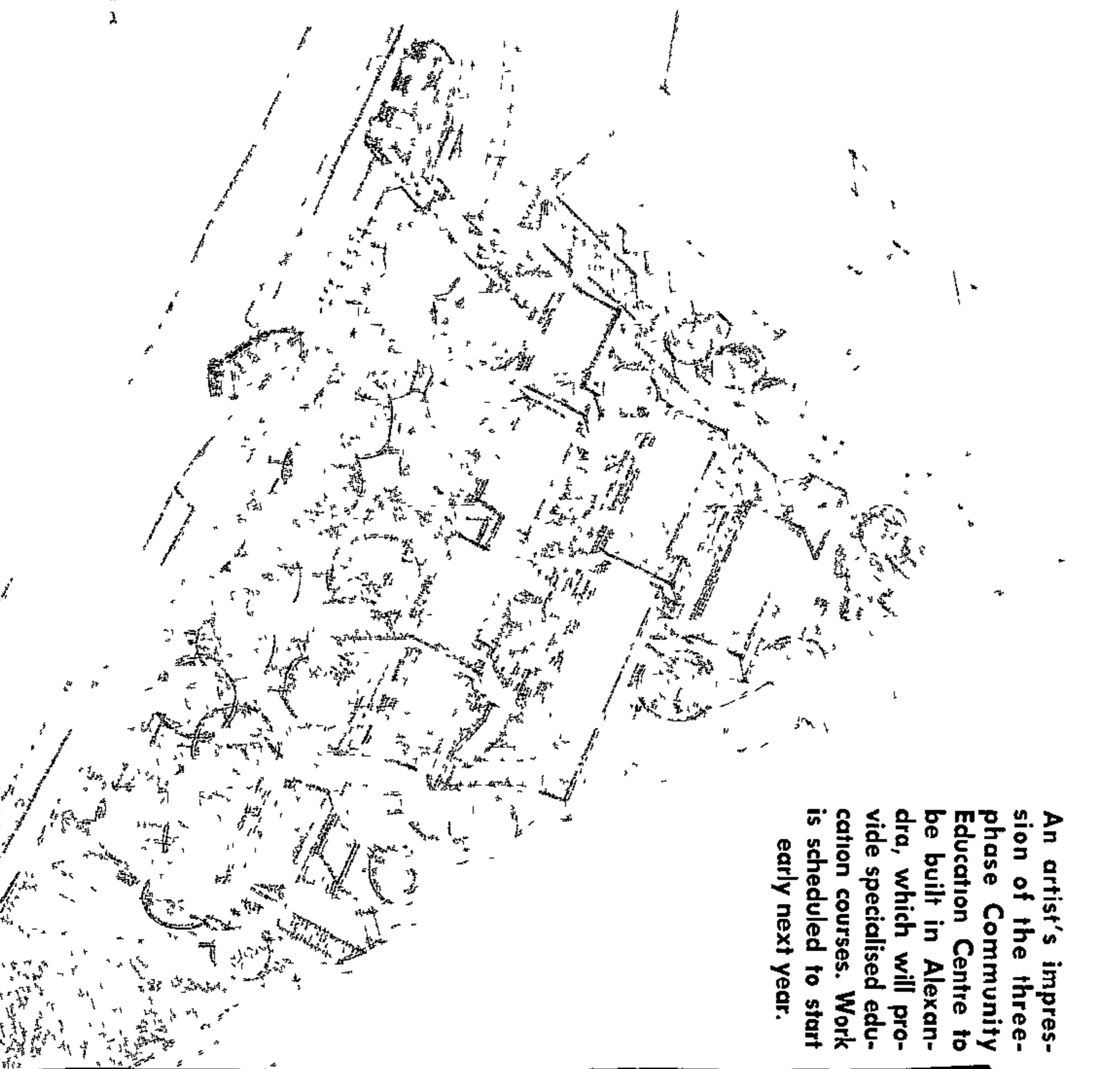
period of study during which they sit for one of the national technical certificates.

A wide choice of enrichment programmes will be offered depending on the requirements of the community. Among the subjects which could be covered are flower arrangement, pottery, woodwork, cake icing, music, welding, art, photography, bricklaying or whatever requested.

The community hall which will be part of the ACE Centre is expected to become a meeting place for the people of Alexandra. Adult education courses could be given there, committees could meet there. It could become a place where the arts and theatre thrived.

Mr Wilson said it was hoped that the building would start in January 1989, but this would depend on the level of support it received.

"If the R4.1 million required for the building of the technical college has not been received by late this year, the college will be constructed in stages, starting with one or both of the two classroom blocks," he said.



An artist's impression of the three-phase Community Education Centre to be built in Alexandra, which will provide specialised education courses. Work is scheduled to start early next year.



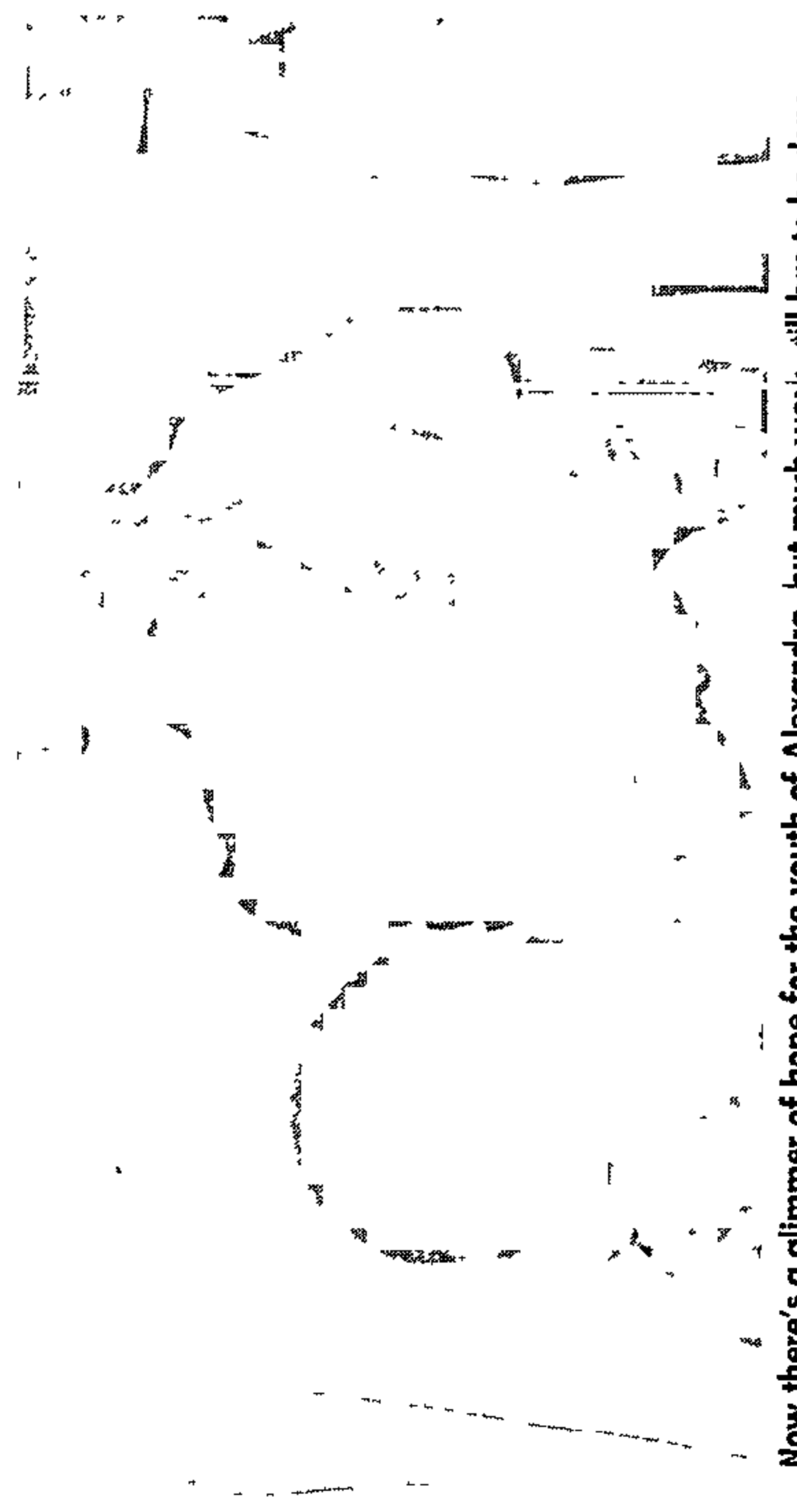
# Group aims to find jobs for the people

The "unemployment disease" which threatened to corrode the entire social structure of Alexandra has given rise to a dynamic new organisation known as Progress Through Employment (PTE), which is having growing success at finding jobs for people

Aware that nearly half the people of Alex were jobless, concerned officials last year invited the private sector's senior management to join them in a brain-storming session seeking solutions to the problem

Mr Steve Burger, the administrator of Alexandra, said this week that the group soon realised there was no single answer. It decided, therefore, to implement a five-prong plan of attack

• Wherever possible, jobs should be found for unemployed men and women within the existing commercial and industrial sectors



## Now there's a glimmer of hope for the youth of Alexandra, but much work still has to be done.

• Jobs would be created Just a year ago, in November 1987, more than 200 senior executives from the private sector were invited to a function at the Alexandra Council's offices where they were told of the unemployment problems and its implications for the town

• Progress through Employment was born at this function," Mr Burger said "The five-point plan was adopted and the association became active within 10 days of its inception"

• A youth employment centre was opened on the premises

unemployed people in permanent jobs between January and October this year

On the home front the Alexandra Craft Market was established and operates on two Saturday mornings a month — once at the Pick 'n Pay Hypermarket, Norwood, and once at Benny Goldberg's in Bramley

Mr Burger added "In the longer term a site within Alexandra has been identified as a market place and plans have been drawn up for the erection of a small business/home industries

offer four recognised di-

centre Funds permitting, this should become a reality in the latter half of 1989"

He said great strides had been made with the training of more than 400 students and unemployed adults who are studying at various tertiary educational or training institutes on bursaries obtained through PTE

Sufficient funds have also been raised to establish Alexandra's first tertiary education facility — the Business and Commercial College

It will accommodate 180 students and will offer four recognised di-

ploma courses, including Personnel Management (IPM), Marketing Management (IMM), Accountancy (Wits Technikon) and Senior Level Secretarial (Pitmans)

Students have already started enrolling for the 1989 academic year, which will start on January 23 1989

With the assistance of Colgate Palmolive Venture Capital Trust, First National Bank and the Small Business Development Corporation, PTE is now looking at the small business sphere

"Progress Through Employment is now the conduit through which the Alexandra entrepreneur can obtain the necessary financial assistance for setting up or expanding his own business," Mr Burger said

Paved and permanent stands have been constructed to assist the "informal" trader

The site caters for 60 small business traders by providing them with a free communal trading area designed to give shelter against the sun, rain and cold

# Helping pupils break into the working world

Alexandra's school-going children have not been left to fend for themselves entirely on their own

An organisation known as Protec is operating in the town to help high-school pupils acquire a variety of skills, from study techniques to critical thinking

About 250 teenage boys and girls from Starboard Six to matric visit Protec's headquarters — a warehouse in Marlboro just a block from Alex — on Saturdays and during the holidays to attend a number of courses which could help them in their studies or in their choice of career

## ENRICHMENT

Mr Rod Barnett, the Alex branch coordinator, described the work being done by Protec as non-formal education designed both as an enrichment and career development programme

"We started in Alex in 1986 with the co-operation and approval of the youth movements," he said "The Protec programme was initiated when the engineering sector expressed concern at the few who were going for technologically based careers In the black community, particularly, few persisted with maths and science"

The activities of Protec (free to students) have since diversified to include lifestyle courses ranging from problem solving to career counselling

Apart from formal support for aca-

ademic subjects, it includes training for "World at Work", through which young people are exposed to the realities of the working world

Visits to factories and offices are arranged so that students can see at first hand various career opportunities During the holidays the organisation tries to arrange work opportunities for the young people on a two to four-week basis

Camps and excursions are also arranged

"The average white child takes books and travel for granted" Mr Barnett said "Many township children do not have well-educated parents and have not had the opportunity of getting around — all of which is necessary for a well-rounded education"

He said Protec students were given all the assistance possible to complete matric, to find a job or enter university

"It is often difficult for young people to study because their homes are so overcrowded," Mr Barnett said

To obtain the maximum benefit from the courses offered by Protec, parents are included in certain programmes They meet regularly to discuss such mutual problems as teenage pregnancy Courses on parenting skills were run to help parents understand and assist their children in their studies, Mr Barnett said

A TOTAL of R300-million will be spent on training more than 30 000 artisans for the construction of large capital projects, starting with the Mossel Bay oil-from-gas venture.

The training scheme, believed to be the biggest of its type undertaken in the world, has two aims — to supply skilled and semi-skilled workers for a wide range of industries in the next decade and to increase productivity to levels attained in the US and Western Europe.

The ambitious scheme was sparked by the go-ahead for the R4,2-billion Moss gas project, which will need thousands of operatives with skills which have previously been imported.

### Mastermind

The South African Fabrication and Construction Training Trust Fund has been formed to co-ordinate the programme with the support of Government's Central Energy Fund.

It will be funded by a 1,5% levy on the local content of major contracts, including Moss gas, and by the Department of Manpower and other industry sources.

The non-racial scheme has the support of all major craft unions, says the fund's executive director, René Schmetz. Mr Schmetz is executive director of the Constructional Engineering Association, a prime mover behind the project.

He says that in general terms, an SA-trained skilled worker costs an employer about R20 000 a year compared with R80 000 for similar operator from Europe.

### Torbanite

The scheme has been masterminded by American consultant Earl Causey, who has won international recognition for his work in industrial training. In 1977 he was awarded the Order of the British Empire for the upgrading of training and productivity in the construction industry in Britain.

Mr Causey has been retained by the Central Energy Fund, which provided the initial injection of R37,5-million through Moss gas to get the project off the ground. A similar contribution is expected to come from the Government in tax relief.

Mr Causey says all major industrial organisations back the project, which aims to train 30,000 workers by the end of the century.

In the next four years, 10,000 people will be given skills, ranging from entry

### By Ian Smith

level to construction manager. They will form a labour pool for the construction of the Moss gas and Mossref projects at Mossel Bay, Port Elizabeth, Durban, Cape Town and Saldanha Bay.

The skills training strategy will be expanded to include Gencor's torbanite venture next year and a coal gasification project in 1991.

In the past major synfuel projects have relied heavily on imported skilled workers, who have left on completion of their contracts.

Although Moss gas has lent impetus to the training drive, other sectors will not be forgotten, says Mr Schmetz. "We are looking at the needs of other industries."

Mr Causey says "The trust will revolutionise the construction industry in South Africa. It will bring productivity and quality up to American and Western European levels."

"We will complete the synfuels project at Mossel Bay more cheaply than it could have been done with foreign labour, and we will improve the quality of the work."

When he first looked at the job requirements and the drastic shortage of skilled labour, the prospects were horrendous.

### Allowance

Special training centres will be established in the Eastern Cape and Natal, including Vredenburg, Mossel Bay, George, Oudtshoorn and Pinetown.

Training has started at the non-profit Eastcape Training Centre in Port Elizabeth. In little more than a year more than 1 200 workers have received instruction in many skills.

The training centres will take unemployed workers who will be paid an allowance while they are on the intensive 35-week practical course. Categories of training cover all construction work, from welders

to pipe fitters, riggers and electricians.

Grades of training provide top-qualified artisans, skilled and semi-skilled workers.

Mr Schmetz says more than 700 trainees have been placed with some of SA's major employers, including Dorbyl, Genrec, CBI, Babcock, Fluor, Sasol and Steinmuller.

The training is monitored to ensure that trainees are given the skills required by industry.

Mr Causey says SA's productivity record on major projects is woefully low.

### Foundations

"SA's productivity rate is only 40% of that achieved in developed Western countries. South Africans take 2½ hours to do what foreign workers complete in one hour."

The trust's scheme will lay the foundations for a continuing training strategy.

The cost of training each worker is about R10 000. The programme involves a basic 16-week course at a training centre, six weeks' instruction for selected trainees, 10 weeks on the job and another three weeks at the centre.

Mr Causey says that three cornerstones for improving productivity are a sound training programme, agreements with trade unions on wages and a fixed 45-hour week with no provision for overtime.

He is confident of success. But he warns that the ambitions can be wrecked unless the scheme runs hand-in-hand with rational industrial relations.

R300 m  
for  
training

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88/11/1988

that they are either poor  
or very good.

*Cape Times 2/11/88*

## New training centres for Eastern Cape

*179*

**PORT ELIZABETH**—  
Special training centres  
for the Mossel Bay oil-  
from-gas venture will be  
set up soon in the East-  
ern Cape, South Western  
Districts and Natal.

In the next four years,  
10 000 people will be  
trained for the project  
at an estimated cost of  
R100m.

The training pro-  
gramme is a joint ven-  
ture by the recently  
formed SA Fabrication  
and Construction Train-  
ing Trust Fund and the  
government's Central  
Energy Fund.

# Photographic course for jobless

(179) The Department of Manpower, in conjunction with an independent photographic institution, yesterday started offering a three-week free photographic course for the unemployed

One of the tutors, Mr Chris Motau, said the course would cover many aspects of photography, including lighting skills, exposure, darkroom work and the printing and developing of films.

The course was designed to enable

SJA 22/11/87  
people to earn a living from freelance photography

After the course students will be issued with certificates approved by the Department of Manpower

Mr Motau said the course would end on December 9 and reopen on January 16

People interested in further photographic courses should telephone Mr Noel Mapheto or Mr Chris Motau at (011) 783-1013 or 783-1016 — Sapa

Sowetan 6/12/88

# They will learn more about trade

By JOSHUA RABOROKO

THE African Council of Hawkers and Informal Business has appointed the training division of the Free Market Foundation to run a course in basic business principles for its members

Achib's publicity secretary, Ms Vicki Sussens, said access to the courses was arranged by the hawkers association after requests came from members who wanted to learn more about business

Founder sponsors are the First National Bank and Nestle. Other major corporations have shown interest in the project

The courses, which run for three days, have already started in Johannesburg and Vereeniging. The foundation has also made available its other centres in Durban, Pretoria, Port Elizabeth and Cape Town

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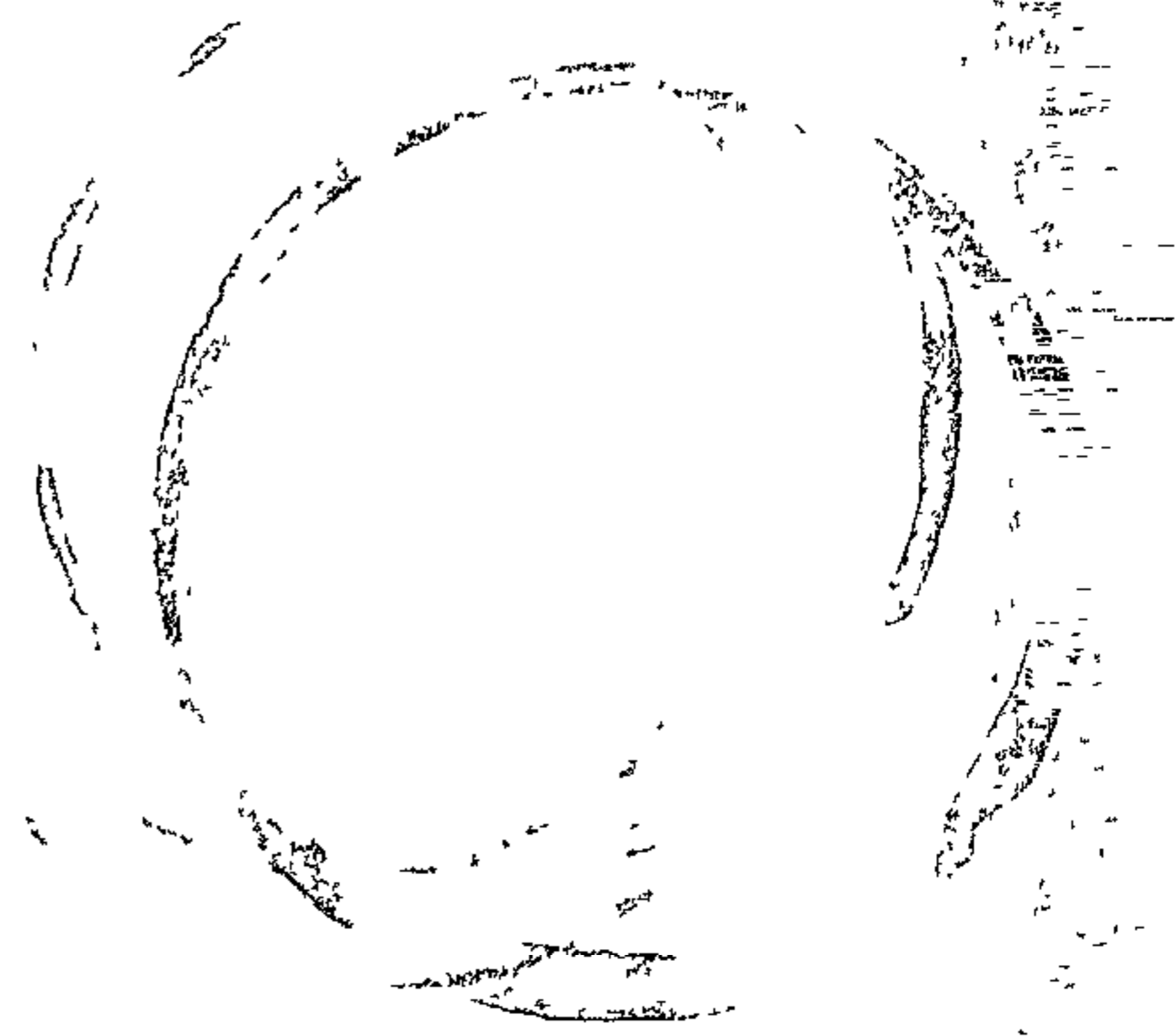
Subjects include prices and profits, the role of the consumer in controlling prices, marketing, regulations affecting informal traders, licensing laws, how companies are formed and how they stay in business

"Hawkers are the backbone of the economy. They need to be productive and create employment. This takes a load off the Government and it creates a healthy economy," according to the manager of the Johannesburg branch of the Free Training division, Ms Shirley Tait

"Our members are natural entrepreneurs who have already shown success despite restrictions and little or no business backgrounds. By providing them with training we believe there is no end to heights they can reach," Achib's coordinator of the project, Mr Duncan Mehlomeku-lu said

MANPOWER — TRAINING

~~1988~~ — 1989 — ~~1990~~



# There's a price on training

31 Times 15/11/89 39  
LOOKING at the training programmes which have emerged recently, it would appear that some people are taking advantage of the skills shortage.

But are standards being maintained? Drake Computer Training Course manager Katrina Berridge believes they are not, saying the competitive market has resulted

in a lowering of training standards, along with a drop in prices charged for courses

"Potential students should understand that computer training, if executed correctly, cannot be a cheap exercise. They should investigate low-cost training schemes in an effort to determine the standard and level of training they're being offered

"In spite of the mushrooming of computer training establishments

countrywide, reputable institutions, with professional instructors who offer hot-line telephonic support to graduates, are rare

## REASON

"The current trend in the market place — a poor reflection on the computer industry — is to cut the duration of courses and increase the number of students per class"

The shortage of trained and experienced computer

personnel in South Africa is well known, and is one reason why many companies are jumping on the band-wagon and introducing low-cost, low-standard courses.

The lack of good financial managers is a problem. A university which launches a course to alleviate the shortage should be encouraged

Pretoria University has launched a programme to educate potential financial managers by way of a

manager of commerce (MComm) programme. The course has been developed in management accounting and financial management to offer participants a structured exposure to a wide variety of topics

Knowledge of Johannesburg Stock Exchange rules and regulations, capital and money markets, financial policies, information management and corporate reporting are a few of the subjects in the course

The programme aims to build on the academic and professional accounting backgrounds of participants

# Training alleviates skills shortages

B/day 23/1/89

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WHILE major efforts must obviously be made to raise the general skills level of the SA work force, even more attention must be paid to the training, education and development of managers

That is the view of management consultant, author and MD Tony Manning, who has just attended the Best of America human resources and training conference in New York

"We have a serious shortage of basic skills," he says. "But we have an even more serious shortage of competent managers and leaders. The result is we just cannot make the most of our scarce resources."

Giving his reasons why companies face an uphill battle and need to buy lots of training now, Manning — whose company organises strategy workshops, leadership development, corporate communications and motivation programmes — says productivity in SA lags far behind that of most of its key trading partners

"Neither capital nor labour is used effectively. In addition, the brain drain has cost this country dearly"

Disinvestment has forced many foreign companies out of SA, so the influx of international managers has been sharply reduced

Manning says that, in spite of loud calls from many quarters for black advancement in business, recent black matric results indicate there will be serious gaps for years to come

Add all these factors to the increasing competitiveness of the world market and it is clear SA faces an uphill battle

"Throughout the seventies, Western nations watched with horror the relentless advance of Japan. But not every company was paralysed. Many put huge amounts of time, money and effort into transforming themselves

"Now, there's an army of tough new competitors in Europe and America poised to become winners in the global market"

Manning says the development of human capital is central to any long-term growth strategy. Companies can no longer afford to pay mere lip-service to the idea that "people are our most precious asset". Now they must show they mean it

Because of the accelerating rate of change, the shelf life of success gets shorter every year. Knowledge is a perishable commodity

"Constant innovation and improvement must be the watchwords in any organisation. Continuous learning is the key to success"

Manning says to make it happen, managers must rethink all they know about managing. They must review their assumptions, revise their ideas and reinvent their companies from top to bottom

"A priority for every

tween training, education and development"

Training gives managers skills and knowledge to use today. Education equips them for tomorrow. Development helps them become well-rounded human beings who will be able to cope with the future

Each of these issues demands attention. Success begins with a long-term strategy and a commitment to supporting managers over many years

Manning says sending someone away on a short course often has limited value. There are few quick-fixes in business. Long-term success demands long-term investment

"It's virtually impossible to over-train people, so everyone should be trained and re-trained"

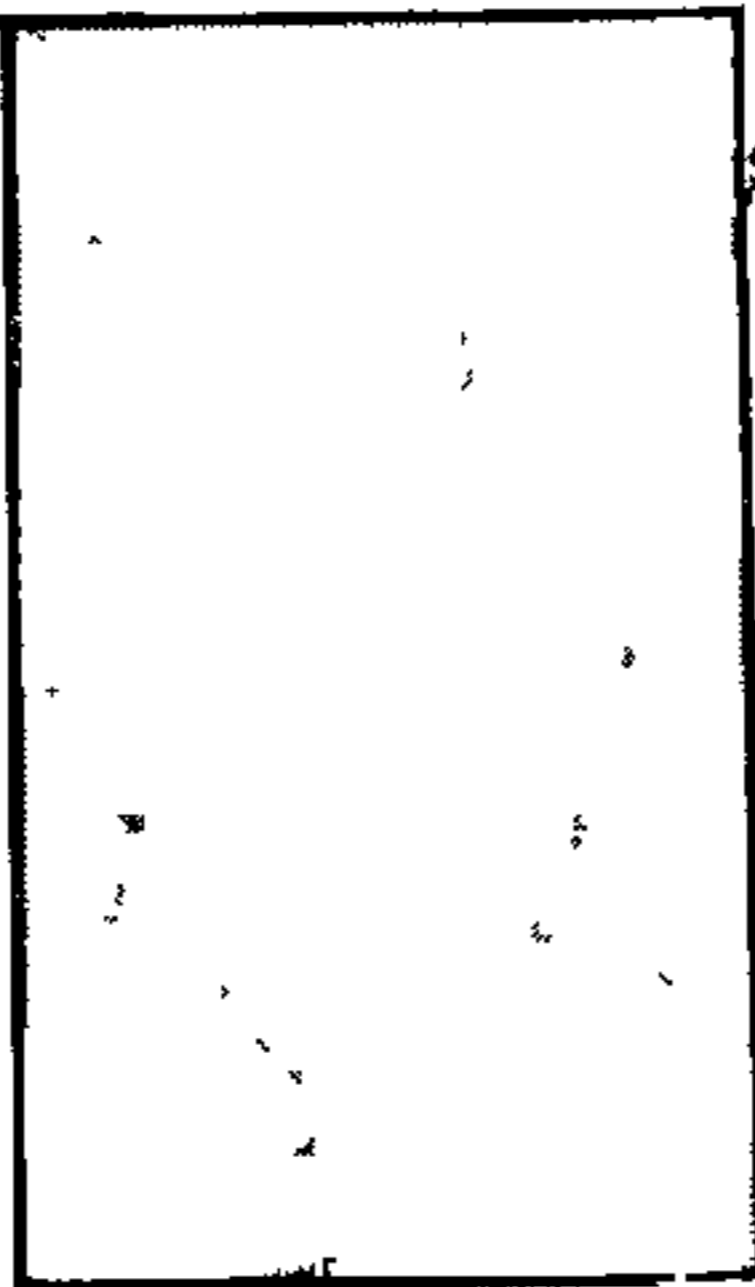
A factor that should be

carefully considered is the individual manager's commitment to learning. Experts in adult education say the best results come when a manager chooses to learn, when he or she takes part in creating the learning experience

"This suggests it's a waste of money to tell managers to attend a course if they don't really want to be there, if they don't really want to grow, then don't send them. Try to motivate them first, or save the money"

Tomorrow's top executives will need a far more eclectic education than their predecessors. They'll have to be at ease with technology and skilled in the arts of human relations

In addition, they'll have to be visionaries, entrepreneurs and innovators



**TONY MANNING**  
more emphasis on training

South African business leader must be to create a learning environment. The most successful companies today are the ones that know how to learn from their mistakes — and they make lots of mistakes"

As the economy cools, training, education and development budgets are likely to be cut. This could be commercial suicide. Now, more than ever, companies should invest in their senior people

Manning says. "In assessing where to spend the money, they need to understand the difference be-



*3 / Day 23/1/89 (179)*  
IN LINE with changes in the field of industrial relations, a five-day training course — Handling Shop-floor Relations (HSR) — has been re-packaged. Updating is especially related to industrial court judgments

Originally developed by Bruno Bruniquel, of Impact Consultants, in 1981, with the video launched in 1984, the industrial relations package has been drawing more and more interest from business, says Impact marketing director Linda Botha

## SHOPFLOOR RELATIONS

HSR applies to a wide range of industries including manufacturing, mining, quasi-government, retail, pharmaceutical, hospitals and timber. Its users include Anglo American, Premier Group, Ren-freight, Haggie Rand, Russells, Cadbury and Beacon Sweets

Impact claims it is the

most up-to-date available on disciplinary inquiries and carries an enlightened approach to discipline

"The programme assists the manager, teaches the supervisor what to do in an investigation and how to prepare for a disciplinary enquiry"

Changes required by events emanating from the industrial court have been extensive, thus these have been included in order to ensure managers are made aware of how to handle matters in a legally acceptable way.

## BUSINESS AND COMPUTER COURSES

B/day 22/1/89  
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# Key to training is simplicity

THE key to successful training is simplicity and any chosen end user training methodology must make use of a phased approach that is easy to understand and follow.

Advtech director Norman Auerbach says there has been an increase in the awareness to employ a structured end user training methodology that not only helps to analyse computer training needs, but also provides for the planned management and control of a training implementation programme.

"Adopting such a methodology allows organisations to identify the complex training needs among their end users, and to develop comprehensive and adaptable curricula to meet them," he says.

The first step in the Advtech end user methodology is the specification phase. Here, it is important to determine whether end user training can be effective, and to determine the end user community's needs.

"Like other business areas, end user computing

needs direction and monitoring, and a clear strategy outlining objectives and priorities must be drawn up. These must link into other areas of company plans or it will be unrealistic to hope to institute a training programme to support the successful implementation of end user computing."

The strategy, Auerbach adds, should also cater for growth plans, any other special issues such as cultural and political, and budgetary considerations.

"A method of funding end user training is to allocate funds from individual projects rather than a general training budget. This may be politically more acceptable than the perceived overheads associated with a training budget per se," continues Auerbach.

It is also important to establish what guidelines and standards are in place

These will point the way to topics within the education matrix. Without clear guidelines and standards for the user environment, it is difficult to plan a cost effective programme.

It is also important that senior management has a commitment to end user computing, the management team should use technology and set an example.

Analysing the actual training needs of end users is not straightforward, as there are many to train and it is not feasible to do an analysis of each individual.

"End users must be divided into communities and/or audience types," maintains Auerbach.

"For this reason it is necessary to determine who the users are, their level of experience and what functions they perform."

Priorities of the various communities of users can be determined by answers

to questions about function and value to the organisation.

Following a needs analysis, an education matrix can be drawn up of topics and communities requiring those topics.

The objective of the second, or development phase, is to determine what training is already in place, what still needs to be done, and how to satisfy those requirements.

Training already in place

is analysed to see whether it satisfies the objectives of modules within the education matrix. The matrix is marked to show which modules can be met from existing courses. Requirements not being currently met can then be easily identified and course objectives drawn up.

Some of the gaps in the matrix may be filled using existing courses and products, while others may be filled either by the organ-

sation building its own courses, or by a specialist company tailoring or building specific courses for the client.

Auerbach points out, however, that it is unrealistic to expect to satisfy all end user needs from ready-made courses, and stresses the value of "self study" solutions using distance learning techniques.

"These courses are particularly valuable as prerequisite, refresher and ref-

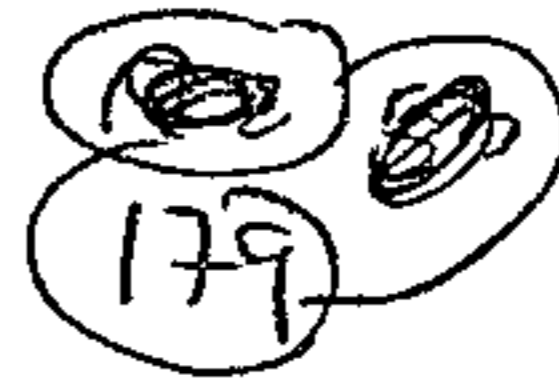
erence material." The object of the delivery, or third phase, is to ensure all courses and modules are available and, where necessary, fit the development into an action plan complete with costs and time scales.

It is necessary that new courses can be monitored during development. Completed courses are incorporated into the course calendar.

"The importance of a reference library or interactive learning centre on site cannot be over emphasised, as it allows users to have access to training as and when they need it."

# Wide spectrum is required

B/day 23/1/89



MANAGEMENT education must be future oriented in terms of global competitiveness as well as socio-economic and political changes if it is to serve any real purpose, says Wits Business School (WBS) Dean Andy Andrews

Most management education does not fall into this category and is therefore ineffectual, he claims

"Too many SA managers are still managing in terms of northern suburbs/New York/London modes and southern African conditions and requirements differ

"For today's managers to be effective they must manage in a different and future oriented way and environment, they must be prepared for such an environment and not continue to manage as if they were still operating in the 1970s", says Andrews

To meet these requirements the WBS provides courses which develop general managers (GM) The school contends the age of specialist managers is almost obsolete and such management can disrupt business efficiency

Most management disciplines need to be integra-

ted For example, a specialist marketing manager cannot make decisions without affecting the fields of the financial and industrial relations managers and thus business efficiency Demand for general management education, particularly the MBA, at the WBS far outstrips its capacity and the school is highly selective in its admissions policy It has a multi-racial enrolment, and can only accept about one-quarter of total applications for all courses

He says the need for instruction is understandable as almost everyone ends up in some sort of managerial role, whether he be a doctor, teacher or executive

Andrews believes most of these people have shortcomings because they are not exposed to effective ways of managing

"The world is changing rapidly and managers need to be re-educated at least every five years In the interim they not only forget things and need to recharge their batteries, but miss out on many important developments"

The WBS's post-graduate courses — MBA, Phd, Mas-

ter of Management in the field of Human Resources and Diploma in Human Resource Management are all taught from a GM perspective, combining subjects such as marketing, finance, industrial relations

GM principles are also emphasised in many of the short, part-time courses run at the WBS's Centre for Developing Business

This centre concentrates on small business oriented issues — including accounting, how to start a business and how to run a business from home This means that every aspect of running a business, including, manufacture, sales, accounts and industrial relations, is applied

Shortcomings noted at the WBS include opportunities to expand facilities and lecturers have been stifled since government cut subsidies to universities while too few black students attend management programmes

"Most students are sent by their companies, but almost all are whites Black advancement issues are serious in SA and a huge effort needs to be made in this regard," Andrews adds

By Dam 23/1/89 (179)

## STRONG DEMAND FOR BUSINESS COURSES

THERE has been strong demand for business courses geared to changing economic patterns, reports the 20-year-old Damelin Management School

With six branches in the country's main centres, the school has experienced an upsurge in the enrolment of students, especially blacks

Damelin, which also runs courses periodically at Pietersburg, East London, Port Elizabeth, Newcastle, Bloemfontein and Klerksdorp, says enrolment ex-

ceeded 5 000 students countrywide in 1988, a substantial increase over the previous year

Damelin Management School principal Neilen Brummer says while blacks comprise about 90% of students attending basic management courses, those attending advanced courses are predominantly white

The black/white ratio is slowly changing, however, as greater numbers of blacks are appointed to managerial positions

## NEW TRAINING CENTRES

IN its bid to bring skills development centres closer to businesses, Punchline-Columbia subsidiary Academy of Learning (AoL) has opened three new training centres and approved another eight in southern and central Africa

AoL MD Trevor Nel says the company offers more than 30 courses in basic office skills. Each centre is linked by modum to Johannesburg head office, where all records are maintained and marking done

All centres benefit fully from Punchline-Columbia Training's development and quality products, he says

AoL offers courses in basic office and computer skills including secretarial, reception, switchboard, typing, bookkeeping, word processing and basic computing

"This is shown in the increase in black enrolment from 14% of the total student body in 1987 to 24% in 1988," says Brummer

Results achieved by black students have been excellent. He attributes this to the quality of lecturers, regular assignments, case studies and tests combined with a high level of motivation on the part of the students

Damelin courses are between three-seven months and range from general management to specialised courses in all management disciplines — such as financial management, marketing management, salesmanship, personnel management and industrial relations

A notable development at Damelin last year was the introduction of a course in project management. More than 250 students have already graduated

Brummer says the school considers itself to be at the cutting edge of developments, and courses are regularly updated in the light of new developments

Conforming with local business trends, the school has opened an up-market, hi-tech branch in Rosebank

where premises are shared with the Damelin Computer School

"Damelin courses provide a blend of theory and practice. The school's lecturers combine high educational qualifications with extensive experience in business," says Brummer

# Preference sought for graduates

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sowetan 26/1/89

THE Academy of Learning has launched a nationwide scheme to ensure that students who successfully complete the academy's training courses are given preference in job opportunities.

Mr Trevor Nel, managing director of AOL, said they had made arrangements with Quest Personnel. The agency had 28 branches throughout the country and is constantly in touch with prospective employers. For this reason he said, AOL knew their students will be given the best possible job placement opportunities.

Mr Roy Silver, a Quest spokesman, said they knew the quality of AOL's training courses and that the students are totally self-motivated — a

sign of character most employers are looking for. "We are therefore confident that in recommending an AOL student to an employer, he or she will be the best person available and will have the necessary job skills," he said.

AOL currently has 31 skill development centres throughout the country. It claims to be the fastest-growing private sector education institution in South Africa.

Mr Nel said "The managers of our centres are entrepreneurs who are totally dedicated to the future development of their students. The association with Quest will strengthen that commitment."

Free

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photo

Sowetan 26/1/89

course

THE Department of Manpower, together with an independent photographic institution, has organised free photographic courses for the unemployed starting from February 6-24.

The courses will cover many aspects of photography. All material, including film and darkroom chemicals, will be provided free of charge.

Co-ordinator, Mr Chris Motau, said the courses were designed to enable people to earn a living from freelance photography.

Mr Motau or Mr Noel Mapheto can be contacted at (011) 783-1013 or 783-1016.

# Second programme to train managers gets under way

S/Times 29/1/89

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**THE second three-year joint management development programme has been launched in Johannesburg**

South Africa's skills shortage does not seem to be improving much and a programme to train middle managers is urgently needed

Visits to SA by senior officials of the Paris Chamber of Commerce and Industry in 1982 resulted in a co-operative agreement being reached between it, the Urban Foundation, the National African Federated Chamber of Commerce and the Black Management Forum

The programme is designed for aspirant managers with at least five years of business experience, proven ability in their technical fields and who are thought capable of moving up the ladder in the next three years

The three-year programme covers practical managerial aspects, such as finance, marketing, industrial relations, and of the wider environment in which organisations function

Much of the training takes place in small syndicate work groups which simulate management-team situations. The programme has been de-

vised by a team of South African management-development specialists and French professors

JMDP steering committee chairman Bernard Lafitte says SA's managers are overburdened because there are so few of them, and as a result they are generally not highly productive

"It is, therefore, vital for the future of this country that suitable people from all sections of the population be trained to fill management roles

"But it must be said that the future success of all the participants will depend fundamentally on the sup-

port they receive from top management so that they may be fully integrated in their organisations' top structures"

Anglo American director Clem Sunter gave the keynote address at the launch of the project, and stressed the important role of education in society

"Even though I have another appointment after this I decided to come to the launch because I cannot emphasise enough how important it is. One has to have an educated work force in order to be a winning nation"

# Massive training scheme takes off

By Day 10/2/89

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A MULTI-million rand training scheme — believed to be the biggest of its kind in the world — is moving into top gear to combat the chronic shortage of skills needed for SA's synfuels programme and other capital projects.

The scheme, run by the SA Fabrication and Construction Training Trust Fund (SAFCTTF), received its initial funding of R37,5m from the Central Energy Fund (CEF) and Mossgas.

SAFCTTF executive director Rene Schmetz said yesterday 1 700 people — of whom 90% were black — had already been trained by the scheme. By the turn of the century the number could reach 30 000.

Executive director of the SA Institution of Welding (SAIW) Chris Smallbone said the fund would require R75m in the next three years and R200m by the year 2 000.

Schmetz said SAFCTTF was funded by a 1,5% levy on the local content of engineering contracts and discussions would be held with government to obtain tax concessions for the fund.

He said it cost R80 000 a year to import a skilled foreigner but only R20 000 to train a local person. To import skilled people for the Mossel Bay project would

ZILLA EFRAT

cost R672m, but only R357m to train and pay local people.

For the completion of the Mossgas project an additional 7 000 jobs in the mechanical, electrical and instrumentation fields would have to be filled over the next few years, Schmetz said.

Such numbers were not available if other projects were to continue without disruption of manpower needs.

He said a decision had been made to move away from traditional training methods which could not produce sufficient artisans fast enough.

Schmetz said 90% of all tasks performed in the fabrication and construction industry could be effectively performed by skilled people other than apprenticed artisans.

The SAFCTTF's programme would bring suitably trained people on stream much faster than the traditional four-year apprenticeship scheme without lowering standards.

Entrants typically received three months' intensive training at technical college and 22 weeks' practical training before graduating.



# SBDC

## boost for jobless

By JOSHUA  
RABOROKO

The Small Business Development Corporation's training centre is to conduct a two-day workshop at its Pennyville industrial park starting tomorrow to help motivate jobless people to become self-employed

SBDC's workshop chief, Ms Peggy Reid-Daly, said the workshop, called "Strategies for Survival," was important because it would be a start for the unemployed to create jobs at the time when the country was gripped by the soaring rate of unemployment

She said many unemployed people had been able to set up businesses after they had attended past workshops by the SBDC

### Motivated

Ms Reid-Daly said the course was a sequel to the decision by the SBDC to help unemployed people to become self-employed

It was hoped that many would be motivated to start their own businesses

One of the successful candidates of the courses, Mr Oliver Thobejane, who has been out of work for 16 months said he left with a new enthusiasm and during a step-by-step plan he has become a cinema owner in Daveyton

Oliver had been toying with the idea of showing films in the East Rand townships, but because he lacked the know-how and had no money, he did not know how to get the venture off the ground

### Finance

It was not easy for him to get the money, he said, until a film company undertook to finance a cinema for him. His dedication and perseverance has paid — in one year his life changed from "penniless out-of-work to successful businessmen," he said

Booking for the workshop can be made by telephoning Ms Reid-Daly at (011) 643-7351 (office hours) or (011) 648-8992 (after hours)

THE NEW Labour Act, expected to go through Parliament this session, has spurred the Business Equipment Association (BEA) into action on the training front

The association is geared to form an Industry Training Board, and has already approved a range of technical training courses to feed the information technology industry with much-needed trained technicians

According to BEA training director Fred Ingarfield "There has been a tremendous amount of staff poaching — especially by smaller companies from the larger organisations

...also provides lightning protection for itself and equipment attached to it"

# BEA act before the Act

5/10/79  
16/2/80  
179

in the industry This has been exacerbated by the very low level of skills in the industry, and we reckon the new training scheme will introduce a greater degree of professionalism

"Companies will be registered and will pay a levy to the BEA, while they will also get payments made for sending people on courses and this money can, in turn, be used for product training

"In the past, the Department of

...culture on any of our subsidiaries, or sister companies Each tends to follow the management style of its own MD We have no intention of stifling the strong entrepreneurial spirit which exists at M & PD"

Manpower was fully responsible for all courses, but the new Act will allow this to be handed over to separate industry training boards, although the Department will still have certain overseeing functions"

To date, the BEA has run its own training schemes and collected money from members to fund these, but now some funds will be available from government

Sowetan 17/2/89

# Media training

~~(179)~~ (179) ~~(179)~~  
THE shortage of black women journalists in South Africa — source for concern for a number of years — has prompted an Lenasia-based newspaper, *The Indicator*, to start a media training project aimed at prospective women journalists.

Editor of the newspaper, Mr Ameen Akhalwaya, said he was concerned why black women don't join journalism in great numbers, and the project was geared at addressing this problem.

The minimum qualification to enter the course is matric, and trainees will be paid while on training.

Enthusiasts can telephone Mr Akhalwaya at (011) 854-5872 for further details.

Bl Day 24/2/54

# Training Act to favour the unemployed

GERALD REILLY

PRETORIA — The Manpower Training Act is to be amended to provide for the establishment of a fund for the training of unemployed workers.

This follows a Manpower Department decision to adjust the way in which training funds are granted.

Speaking at the opening of a training exhibition at the Goodwood show yesterday, Manpower director-general J D Fourie said the amendments would probably come before this session of Parliament.

Private sector contributions as well as parliamentary allocations would feed the fund

It was hoped the move would further advance the co-operation between his department and the private sector in the field of training.

Treasury approval had also been asked for a small allocation of appropriated funds for the development of entrepreneurial skills

Fourie said the department had no intentions of usurping the functions of organisations such as the SBDC or duplicating them

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General taken off case

WITH AN estimated shortfall of 3 000 staff in the computer industry, an innovative scheme has been set up to promote more interest in jobs in this field

The SA Computer Faire will launch its Career Centre when it opens its doors on June 7 this year, aiming to attract more staff into the industry. Chairman of the event, Mackie Glasser, believes SA needs a fresh approach to personnel placement and career planning. "The Career Centre is a new concept for SA, but has already become an established part of the staff placement industry overseas," says Glasser.

Indeed, Britain already has a show concentrating only on placement. And one industry source points out that the Computer Faire was traditionally a job-hoppers paradise in SA, so the new Centre will "legitimise" this to some extent.

The Centre will cater for personnel agencies, large companies and government bodies with major data processing departments — as well as training organisations. Glasser says the Centre will allow these organisations to project their corporate image as well as handle enquir-

# Career Centre to promote industry

5/Day 9/3/89

179

ies from prospective job seekers. The event is expected to draw at least 20 000 people this year, so the Centre is aimed at allowing more people with an interest in computers to become actively involved in the industry.

And while some sceptics believed that the Centre could impinge on the activities of placement companies and agencies, this doesn't seem to be the case. CPL director Peter Maybury points out that his company has already signed up to join the Centre, and believes it will mean good exposure.

"We expect major interest to come from school or university leavers, an area where we have historically played only a small part be-

cause we generally sell the skills of experienced DP staff," Maybury says.

Many corporate staff-seekers are expected to be selling themselves and the opportunities they have, and most in the placement industry do not see that this will take business away from them.

Glasser points out that the Centre will concentrate primarily on interacting with staff already in the industry or those wishing to enter it. "It is not a headhunting exercise, but will take a soft approach so that people with skills can talk about their careers, evaluate job opportunities and compare their positions," he says.

THE shortage of skills in the South African computer industry requires a fresh approach to personnel placement and career planning, says Mackie Glasser, chairman of SA Computer Faire.

Mr Glasser said at the marketing launch of this year's Computer Faire, to be held at Nasrec, Johannesburg, from June 7 to 10 "The Computer Faire Career Centre is a new concept for South Africans, but has become an established part of the staff placement industry overseas

"The computer industry in South Africa will stand or fall by its ability to keep and train professionals"

### Image

The Career Centre would meet the needs of personnel agencies, large companies and government bodies with major DP departments, and training organisations

"The Faire will provide an opportunity for these organisations to project their corporate image as well as handling inquiries from prospective clients There will be at least 20 000 peo-

S1 Times 12/3/89

# New concept for computer careers

ple at the Computer Faire this year interested in some or other aspect of the computer industry These organisations will be able to communicate with a section of this large community".

Mr Glasser says it is essential to investigate all routes to tackle the staff shortages facing the industry and that more career counselling should be implemented

"Failure to provide this type of guidance to computer workers could mean that valuable human resources are misdirected to the detriment of the industry," he says "Every one of the people working in information processing must be viewed as a scarce resource and therefore developed to the full"

Mr Glasser points to in-

dustry statistics which show that the shortfall of personnel is as much as 3 000, most falling in the three to 10 years' experience band

Another disturbing trend, he says, is that there has been a drop in the number of blacks in the industry Figures from one placement company in the computer industry show that in 1985, 70% of white, 23% of coloured and 7% of blacks made up the placement ratios Last year, they dropped to 79%, 18% and 3% respectively.

### Soft

The Computer Faire Career Centre will concentrate on interfacing with staff members in the industry, or who wish to enter it However, says Mr Glasser, a spin-off which can be expected is the exposure to prime target training groups, such as schoolchildren, women and blacks

"The Career Centre initiative is not a head-hunting exercise. It will take a soft approach where people with skills can talk about their careers, evaluate their job opportunities and compare their positions"



MACKIE GLASSER

South African Police with a view to keep awaiting-trial juveniles out of prison  
(2) (a), (b) and (c), as well as (i), (ii), (iii), (iv) and (v) These statistics are not centrally available and can only be obtained through a costly and manpower intensive survey

**Group Areas Act: persons prosecuted/convicted for contraventions**

96 Mr J J S PRINSLOO asked the Minister of Justice †

(1) (a) How many persons were (i) prosecuted for and (ii) convicted of occupying premises in contravention of the provisions of the Group Areas Act, No 36 of 1966, in 1987 and 1988 respectively, and (b) in the case of how many of these convictions did eviction orders form part of the sentence,  
(2) how many dockets of the South African Police on alleged contraventions of the Group Areas Act (a) were still with the respective Attorneys-General for consideration on 31 January 1989 and (b) had been disposed of at the above-mentioned date with a decision that no prosecutions would be instituted?

B240E

**The MINISTER OF JUSTICE**

Statistics in respect of prosecutions for the unlawful occupation of premises in contravention of the provisions of the Group Areas Act, 1966 (Act 36 of 1966), are not available separately. The statistics furnished in the reply to (1) relate to all offenders against the Group Areas Act 1966 and not only to occupiers

1987 1988

(1) (a) (i) 3 98  
(ii) 2 10 (There is at this stage still a great number of partly heard cases)  
(b) 0 4  
(2) (a) 77

(b) It is not economically feasible to furnish the required information for the period before 1 April 1988, since a great number of dockets would have to be scrutinized to obtain it. The

Attorney-General have been requested to keep this information with effect from 1 April 1988

During the period 1 April 1988 to 31 January 1989 401 dockets were disposed of with a decision that no prosecution be instituted

**Disputes/work stoppages/strikes**

130 Mr P G SOAL asked the Minister of Manpower

(a) How many (i) disputes, (ii) work stoppages and (iii) strikes were dealt with in 1988 in terms of the Labour Relations Act, No 28 of 1956, by (aa) his Department and (bb) the Wage Board and (b) in what industries, trades or occupations did (i) work stoppages and (ii) strikes occur?

B272E

**The ACTING MINISTER OF MANPOWER**

(a) (i), (ii) and (iii) (aa) The department does not usually deal with disputes, work stoppages and strikes in terms of the Labour Relations Act, 1956

(bb) The wage Board does not usually deal with disputes, work stoppages or strikes in terms of the Labour Relations Act, 1956

(b) (i) and (ii) The Labour Relations Act, 1956, does not provide for statistical particulars on strikes and work stoppages to be furnished in accordance with the classification industry, trade or occupation and therefore statistics are usually not processed in this format by the Department

**Messages from SP, cost of advertisements in media in RSA**

136 Mr F J LE ROUX asked the Minister of Information, Broadcasting Services and the Film Industry †

What total cost was incurred by the State from 17 June 1987 up to the latest specified date for which information is available in respect of advertisements in the media in the Republic that contained messages from the State President?

B330E

**The MINISTER OF INFORMATION, BROADCASTING SERVICES AND THE FILM INDUSTRY**

Between 17 June 1987 and 15 March 1989 the total cost incurred was R455 653, 52

Pinetown: offences reported  
139 Mr R M BURROWS asked the Minister of Law and Order

How many cases of (a) murder, (b) culpable homicide, (c) assault with intent to do grievous bodily harm, (d) common assault, (e) rape, (f) burglary of business premises, (g) burglary of residential premises, (h) robbery with aggravating circumstances, (i) robbery, (j) common theft, (k) theft of vehicles and cycles, (l) possession of drugs and (m) dealing in drugs were reported in 1988 at the Pinetown police station in the Durban West police district?

B338E

**The MINISTER OF LAW AND ORDER**

(a) (b) (c) (d) (e) (f) (g) (h) (i) (j) (k) (l) (m) 30 — 52 263 37 191 1044 101 49 1242 381 — —

NOTE Para (j) Since 1 July 1987 separate statistics have been kept in respect of ordinary theft and theft from motor vehicles. A decrease in ordinary theft may therefore be indicated

**Legal training branch: persons attending/completing courses**

145 Mr D J DALLING asked the Minister of Justice

How many (a) White, (b) Coloured, (c) Indian and (d) Black persons (i) attended and (ii) successfully completed courses in functional and legal training, respectively, provided by the legal training branch of his Department in 1988?

B344E

**The MINISTER OF JUSTICE**

**FUNCTIONAL TRAINING**

(a) White (ii) 966  
(i) 966 Coloured (ii) 8  
(b) Coloured (ii) 8  
(i) 8 Indian (ii) 7  
(c) Indian (ii) 7  
(i) 7 Black (ii) 7  
(d) Black (ii) 7  
(i) 7

**LEGAL TRAINING**

(i) 472 (ii) 472

(a) White (ii) 153  
(i) 193 Coloured (ii) 3  
(b) Coloured (ii) 3  
(i) 3 Indian (ii) 3  
(c) Indian (ii) 3  
(i) 3 Black (ii) 4  
(d) Black (ii) 4  
(i) 4

**Legal training courses participants**

146 Mr D J DALLING asked the Minister of Justice

(a) How many persons participated in legal training courses organized by his Department in 1988, (b) how many such persons were (i) White, (ii) Black, (iii) Coloured and (iv) Indian and (c) in which courses did these (i) Black, (ii) Coloured and (iii) Indian persons participate?

B345E

**The MINISTER OF JUSTICE**

(a) 1656

(b) (i) 1 159  
(ii) 476  
(iii) 11  
(iv) 10

(c) (i) Assistant Masters 1

Diploma in Registration of Deeds 6

Traffic Officers 196

Other Departments — Legal Courses 45

Regional Magistrate 1

Magistrate Criminal Court 60

Magistrate Civil Court 13

State Prosecutors 83

Clerk of the Court 67

B Iuris 2

Diploma Iuris 2

(ii) Diploma in Registration of Deeds 1

Magistrate Criminal Court 1

State Prosecutors 3

Estate Controllers 3

B Iuris 2

Diploma Iuris 1

Hansard.

(iii) State Prosecutors 7  
B Inns 3

(b) (i) 1190 84 238 417  
(ii) 1138 72 188 364  
(iii) 182 11 47 73

Natural/juristic persons: sequestrations/ liquidations

The information with regard to (a)(iii) and (b)(iii) is for the period from 1 January until 10 March 1989

166 Mr C UYS asked the Minister of Justice †  
How many (a) sequestration orders against natural persons and (b) liquidation orders against juristic persons were granted (i) in 1987, (ii) in 1988 and (iii) during the period 1 January 1989 up to the latest specified date for which figures are available, on account of insolvency in the courts of the Republic in (aa) the Transvaal, (bb) the Orange Free State, (cc) Natal and (dd) the Cape Province? B394E

Rape: persons sentenced to death

170 Mr D J DALLING asked the Minister of Justice

How many persons in each race group were sentenced to death for rape in 1985, 1986, 1987 and 1988, respectively? B405E

The MINISTER OF JUSTICE

|     |       | 1985 1986 1987 1988 |      |      |     |   |
|-----|-------|---------------------|------|------|-----|---|
| (a) | (aa)  | (bb)                | (cc) | (dd) |     |   |
|     | (i)   | 2533                | 446  | 289  | 725 |   |
|     | (ii)  | 1660                | 266  | 242  | 493 |   |
|     | (iii) | 232                 | 49   | 38   | 63  |   |
|     |       | Coloured Males      | 5    | 6    | 5   | 5 |
|     |       | Black Males         | 3    | 0    | 4   | 0 |
|     |       | White Males         | 2    | 0    | 0   | 1 |
|     |       | Indian Males        | None |      |     |   |

The MINISTER OF JUSTICE

HOUSE OF REPRESENTATIVES

QUESTIONS

†Indicates translated version

For oral reply

General Affairs

Member for Alra Park: investigation into death  
\*1 Mr W J DIETRICH asked the Minister of Law and Order

- (1) Whether the investigation into the death of the late member for Alra Park has been completed, if not, why not, if so, (a) when and (b) what were the findings,
- (2) whether any persons have been apprehended and charged in connection with this person's death, if not, why not, if so, what are the relevant details,
- (3) whether any other steps have been taken in connection with this matter, if so, what steps,
- (4) whether he will make a statement on the matter?

The MINISTER OF LAW AND ORDER

- (1) (a) and (b) Yes, the case docket was handed to the Attorney-General on 30 September 1988 and his decision is still being awaited
- (2) Yes, Mr IVAN WILFRED BALLAKIS-TAN
- (3) The Attorney-General's decision is being awaited
- (4) No

For written reply  
General Affairs

De Aar persons arrested for loitering

1 Mr L J HOLLANDER asked the Minister of Law and Order

- (1) Whether any persons were arrested in the De Aar area for the offence of loitering and/or contravening section 26 of the Standard By-law relating to Streets pub-

lished under Provincial Notice No 562 of 1987, during the period 27 October 1988 to 31 January 1989, if so, (a) how many were (i) arrested, (ii) charged and (iii) had the charges against them withdrawn, (b) what is the (i) name, (ii) place of arrest, (iii) race, (iv) age, (v) sex and (vi) occupation of each of the persons so charged and (c) what is the (i) race and (ii) rank of each of the policemen involved in these arrests,

- (2) whether these arrests were made as a result of complaints received by the South African Police, if so, what are the relevant details,
- (3) whether any of the persons so charged were detained for more than one hour, if so, what are the relevant details,
- (4) whether arrests for offences of this nature have ceased, if not, why not,
- (5) whether he will make a statement on the matter? C2E

The MINISTER OF LAW AND ORDER

(1) to (4)

After complaints were received from the public on various occasions about persons who loitered and were a nuisance to the general public, chiefly in the vicinity of Voortrekker and Alida Streets, De Aar it was decided to take action against those persons. Between 27 October 1988 and 31 January 1989 a number of persons were arrested in this area by members of the South African Police. However, these persons were not detained in the police cells, but summonses to appear in court were served on them as quickly as possible whereafter they were released

At the instruction of the Attorney-General a number of these cases were withdrawn due to the fact that all the elements of the offences could not be proved

The fact of the matter is that the South African Police is responsible for the maintenance of law and order. If persons loiter and are a nuisance to other members of the public action will still be taken against them irrespective of their race. Statistics prove that action of this nature effectively combats other crimes such as assault, pickpocketing, theft, drunkenness, etcetera. However, loiterers are not sum-



# UPGRADING BLACKS

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A SEMINAR on "manpower development; to the year 2000" is to be held in Johannesburg tomorrow at 8am.

Sandton 15/3/89

It is the first of a series that will be held in other parts of the country this year, according to coordinator Tayyabah Madga.

Among the organisations involved are: the Association of Black Accountants, the Black Management Forum, the Education Opportunities Council, the Education

By JOSHUA RABOROKO

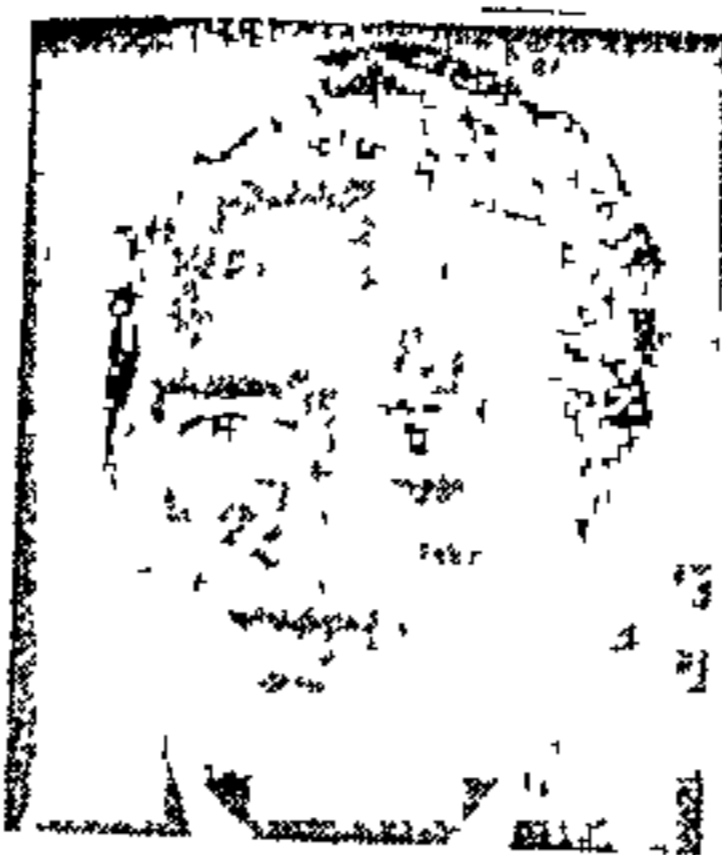
Support Group, the National African Federated Chambers of Commerce, the National Medical and Dental Association, the SA Black Social Workers Association and the SA Long Distance Taxi Association.

The seminar was aimed at creating awareness of manpower needs and at upgrading,

uplifting and training people from disadvantaged communities.

"They will improve the education standard of our people in preparation for the future. Our conviction is that any successful planning for the future must of necessity involve all the concerned people of South Africa," the coordinator said.

● A one-day conference on economics of social responsibility will be held at the Indaba Hotel, Sandton tomorrow, starting at 7am.



Mr Leslie Boyd proposed establishment of training scheme

1988  
179  
**'Need to train more workers to be skilled'**

By Mike Siluma, Labour Reporter

There is an urgent need to establish a national training scheme to increase the number of vitally needed skilled personnel in all industries, says the chairman of Highveld Steel, Mr Leslie Boyd, in his annual review for 1988

Mr Boyd described the shortage of technicians, engineers and artisans as a cause for concern. Every effort was being made to improve the situation through education and training, he said.

Mr Boyd proposed the establishment of a training scheme similar to the one in operation in the metal and engineering industries to increase the incentive to train skilled personnel.

Of the 91 trainees who qualified at Highveld in 1988, 31 were black. A total of 122 black artisans had qualified to date. The group presently employed 111 black artisans, compared to 91 in 1987 and one in 1984.

The removal of job discrimination and the achievement of equal opportunities for all employees remained top priorities on Highveld's manpower programme.

With 78 percent of eligible employees having accepted the group's share ownership offer, more shares were to be made available during the first quarter of 1989, said Mr Boyd.

After a turbulent 1987, the industrial relations climate at Highveld had improved "considerably" in 1988. The closing of the wage gap among employees had continued, following the conclusion of wage negotiations with unions concerned.

# 'SA way to solve training problem'

Sowetan 17/3/89

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A RANGE of "tried and tested" courses that primarily address the training needs of unskilled black workers using competency-based modular training techniques are now being marketed by Eduskills Technologies.

Eduskills Technologies is a joint venture between the CIM Group and the KwaZulu Training Trust. It was established to provide high-productivity training technologies in a way that maximises student participation throughout, but minimises the need for specialised human resources.

According to Mr Leonard Fine, chairman of CIM, Eduskills was

meeting the challenge that South Africa needs the South African way to solve its training needs.

"There is undoubtedly a need for this type of training, as the early response indicates. A number of major companies have already bought courses, and the feedback has been overwhelmingly positive.

## Designed

"These locally produced, multimedia courses have been designed to overcome traditional language and cultural problems. In addition, the courses have a highly practical content and are based on the "Teach 5 — Test 5

"methodology", he said.

The courses place minimal reliance on a tutor, they are self-paced and are unaffected by the skills shortage of instructors. Skills areas covered include agriculture, commerce, technical skills, transport and homecrafts.

Each of the courses are divided into various modules, and each module may consist of the following: video cassettes, a course controller's guide, workbooks and training aids.

Apart from the developed agenda, Eduskills is in a position to develop customised courseware to meet a client's particular needs.

# Leaner service, more officials

THE Manpower Department has budgeted to cut the value of its services to the public and its manpower training programmes but to expand its staff and raise its personnel costs by 18,3%.

The department has cut budgets on its services to the blind, the disabled, the unemployed and the untrained, while increasing the number of officials drawing top salaries of R80 000 or more.

However, Manpower director-general Joel Fourie denied at the weekend that the decrease in funds necessarily meant a decrease in services.

"The services to the disabled, the unemployed and the untrained have not been cut," he said.

He added there were legitimate reasons for increases in the numbers of senior staff.

Among the budget cuts are wage subsidies paid to the employers of semi-fit workers, subsidies for the training and employment of the disabled, and subsidies for workshops for the blind. The subsidy to the SA National Council for the Blind has been frozen at the previous year's level.

Other budget cuts include apprentice training, various other training schemes and job creation.

The cuts mean the department's budget, as submitted to Parliament in the estimates of expenditure, has been reduced almost 4%, from R224m to R216m.

## Business Day Reporters

However, the department's staff is budgeted to increase from 3 939 to 3 984 and personnel costs are to rise by more than R9m to nearly R60m. The increases for staff costs are heavily concentrated in the highest pay brackets.

Last year, the department's budget provided for 31 officials earning R59 200 or more in its highest pay bracket. This year there are 40 officials earning R80 000 or more.

Last year, the department budgeted for 287 officials in the second-highest bracket (R35 100 to R59 199); this year there will be 309 officials in the second-highest bracket which has itself been raised (R40 300 to R79 999).

There is a budgeted increase of 30%, to R26,3m, for the overall costs of managing the department's apparently reduced workload.

Fourie said the increase in senior staff was necessary because the department had decentralised its services. Also, the Industrial Court's workload had increased and the department had to budget for more senior people there.

Furthermore, it was "absolutely untrue" there was a reduced workload.

"The increases will be reflected in the department's annual report. For exam-

● To Page 2

## Leaner service but fillip for officials

ple, there has again been an increase in the number of conciliation boards," said Fourie.

Regarding the fall in the training budget, he said there had been fewer requests for such funds from the private sector.

Fourie also noted better benefits were being granted to the unemployed and the injured. These details were, however,

not reflected in the Manpower budget. They appeared in the budgets of the Unemployment Insurance Fund and the Workmen's Compensation Commissioner's fund.

The increase in these funds' turnovers had warranted more senior staff in regional offices, he added.

● From Page 1

# Joint plan to provide training for jobless

B1004 30/3/89

(179)

THE Manpower Department aimed to establish a fund, financed and administered jointly by government and the private sector, to provide training opportunities for the unemployed, Manpower director-general Joel Fourie said yesterday.

Speaking at the official opening of the department's exhibit at the Rand Show, he said provision for the establishment of the fund was contained in the Manpower Training Bill to be tabled in Parliament next week.

He said the fund would be administered by four government and seven private sector representatives

The department had budgeted for a R75m contribution to the fund this year, "and we are looking to the private sector to also contribute so as to do something for the unemployed," he said

Fourie disclosed that since the initial grants for training of unemployed were made in 1985, the department had spent R400m on training about one-mil-

ALAN FINE

lion people in 713 different disciplines.

About 30% of trainees had been placed in formal employment, while others had established themselves in the informal sector.

He said the department was now dealing with 289 different private training institutions in 187 towns and cities. A number of these were among the exhibitors at the Rand Show, where the focus was on training.

## Programme

Fourie added his department was looking into the question of extended training where people would be taught skills such as the marketing of the goods they produced with their new skills

He said the training programme had covered the entire scope of the population, including the disabled, and a number of requests had also been received from outside SA.

tions were performed, the cause of death could not be established. For the Honourable Member's information it can also be confirmed that these findings were presented at the inquest

- (4) Yes  
(a), (b) and (c)

Investigation by the South African Police and the South African Prisons Service in terms of the provisions of the Prisons Act, 1959 (Act No 8 of 1959) and the Inquest Act, 1959 (Act 58 of 1959), were conducted as stipulated before the inquest was held by the Magistrate Cullinan on 24 January 1989

For the Honourable Member's information it can also be confirmed that the family

— was notified of his death by the South African Prisons Service in terms of Prisons Regulation No 110(4) on 1 September 1988.

— was notified by the Public Prosecutor Cullinan of the inquest in terms of Section 7 of Act 58 of 1959 on 28 December 1988

**Infants assaulted by parents**

153 Dr M S BARNARD asked the Minister of Law and Order

- (1) How many cases of assault on infants by parents were reported in respect of each race group in each province (a) during the

|     |     |     |     |     |
|-----|-----|-----|-----|-----|
| (a) | (b) | (c) | (d) | (e) |
| 14  | 12  | 23  | 150 | 17  |

NOTE Para (j) Since 1 July 1987 separate statistics have been kept in respect of ordinary theft and theft from motor vehicles. A decrease in ordinary theft may therefore be indicated

**Chicken meat imported**

192 Dr F HARTZENBERG asked the Minister of Economic Affairs and Technology

Whether South Africa imported any chicken meat in recent years, if so (a) how many tons

period 1 July 1987 to 30 June 1988 and (b) in 1988.

- (2) In how many cases in respect of each race group did the infant (a) die and (b) suffer serious injury as a result of the assault?

**THE MINISTER OF LAW AND ORDER**

(1) (2)

|                   |     |     |     |     |
|-------------------|-----|-----|-----|-----|
|                   | (a) | (b) | (a) | (b) |
| Cape Province     | 203 | 272 | 10  | 6   |
| Natal             | 52  | 107 | 6   | 13  |
| Orange Free State | 35  | 22  | 1   | —   |
| Transvaal         | 63  | 362 | 6   | 3   |
|                   |     |     | 25  | 120 |

NOTE Statistics regarding the race of persons are not kept, therefore the total in respect of all race groups are furnished

**Westville police station: cases reported**

188 Mr R M BURROWS asked the Minister of Law and Order

How many cases of (a) murder, (b) culpable homicide, (c) assault with intent to do grievous bodily harm, (d) common assault, (e) rape, (f) burglary of business premises, (g) burglary of residential premises, (h) robbery with aggravating circumstances, (i) robbery, (j) common theft, (k) theft of vehicles and cycles, (l) possession of drugs and (m) dealing in drugs were reported in 1988 at the Westville police station in the Durban West police district?

**THE MINISTER OF LAW AND ORDER**

|     |     |     |     |     |     |     |     |
|-----|-----|-----|-----|-----|-----|-----|-----|
| (f) | (g) | (h) | (i) | (j) | (k) | (l) | (m) |
| 17  | 486 | 16  | 42  | 556 | 47  | —   | —   |

(b) what was the value thereof, (c) on what date, and (d) why, in each case?

**THE MINISTER OF ECONOMIC AFFAIRS AND TECHNOLOGY**

(c) (a) (b)

|       |             |                     |
|-------|-------------|---------------------|
|       | metric tons | free on board value |
| 1985  | 187,6       | R144 341            |
| 1986  | 114,2       | R75 976             |
| 1987* | 7 169,3     | R11 362 724         |

\* Latest available

(d) In all cases to supplement shortages of chicken meat on the local market

**Kokstad commonage establishment of prison**

193 Mr R W HARDINGHAM asked the Minister of Justice

- (1) Whether it is the intention of his Department to establish a prison on the Kokstad commonage, if so, when is it anticipated that construction will (a) commence and (b) be completed,

(2) whether water and electricity facilities are available on this site at present, if so, to what extent, if not, why was this site chosen?

**THE MINISTER OF JUSTICE**

(1) Yes A new prison for 226 prisoners with the necessary infrastructure is envisaged

(a) and (b) Several factors and realities including the availability of funds, the relative urgency of other similar projects as well as functional considerations all play a role in the projections in respect of the date of commencement and construction period of projects of this nature and extent. The projection, at this stage is that the work will commence early in 1993 with a construction period of at least 24 months

(2) No The site was identified as the most suitable for the construction of a prison after all factors which normally apply in such cases were considered and the fact that the land was offered for this purpose by the Borough of Kokstad. The provision of water and electricity is being promoted by the Borough of Kokstad in consultation with the Department of Public Works and Land Affairs

**Police Act and Defence Act: prosecutions**

197 Mr D S PIENNAAR asked the Minister of Justice

(a) How many prosecutions for contraventions of (i) section 28 of the Police Act, No 7 of 1958, and (ii) section 143 of the Defence Act, No 44 of 1957, were instituted during the latest specified period of 12 months for which figures are available and (b) how many such prosecutions

tions resulted in convictions?

**THE MINISTER OF JUSTICE**

Statistics of this nature are not kept by the Department. The Honourable Member is referred to my written reply to question No 35 of 1986

**Central Energy Fund, financing training project on behalf of Mossagas**

202 Mr F J LE ROUX asked the Minister of Economic Affairs and Technology

Whether the Central Energy Fund is financing a training project on behalf of Mossagas, Mossel Bay, if so, (a) what is the cost of the project and (b) how many (i) White, (ii) Coloured, (iii) Indian and (iv) Black persons are being so trained?

**THE MINISTER OF ECONOMIC AFFAIRS AND TECHNOLOGY**

Yes

(a) R75 million has been budgeted for the period 1988 to 1991 of which R37,5 million will be financed by the Central Energy Fund by means of an interest free loan

(b) (i), (ii), (iii) and (iv)

Approximately 11 000 persons will be trained in the abovementioned period but since the training is offered on an equal opportunity basis, the subdivision into racial groups cannot be forecasted. The following is a subdivision of the number of persons trained or in the process of training at the end of February 1989

|           |       |
|-----------|-------|
| Whites    | 165   |
| Coloureds | 1 880 |
| Indians   | 0     |
| Blacks    | 1 845 |
| Total     | 3 890 |

**Persons employed with legal qualifications**

209 Mr D J DALLING asked the Minister of Justice

(a) How many persons with legal qualifications were employed by his Department in professional capacities in the Republic, excluding the self-governing territories (b) how

# Training course in travel

Star 13/4/87

By Helen Grange

In an effort to uplift the standard of South Africa's travel agencies, the Travel Agents Board (TAB) has introduced a training course for prospective and practising travel agents.

Although the TAB training course is not compulsory, students and travel agents who have passed the TAB National Diploma examination will present a competitive edge in the travel industry, says Mrs Ingeborg Vorster, the TAB training officer.

## FORMAL

The syllabus for the course has been presented to the travel trade as well as to technikons and colleges.

"There is no formal travel agents' course offered at colleges and technikons at present. Education in this area

only forms part of secretarial or other courses," says Mrs Vorster.

The TAB training course can also be used for in-house training and self-study by individuals employed in a travel agency.

"Experienced travel agents could probably do the course in a year, while newcomers to the industry attending colleges and technikons would need up to three years to study for the exam," said Mrs Vorster.

After having passed the diploma exam and having worked for two years in a travel agency, the person would then qualify for registration as a Travel Agent.

Only students enrolled with the TAB are permitted to write the diploma examination.

# Training board will aid industry

5/10/87 18/4/87  
(179)

THE hotel and catering industry is looking to Parliament to pass the speeding up of the establishment of industry training boards.

The Bill provides for the creation of training boards for SA's principal industrial sectors. It is expected that 18 or 19 such boards will be established, and that the new scheme will increase the standard of training and the number of graduates.

A hospitality industry training board would be able to impose a levy to help finance training. At present, official training falls under the Hotel and Catering Training Council (HCTC), and firms subscribe to it voluntarily on the basis of R1 an employee a month.

HCTC executive director

Johan Fourie says the purpose of the new board is to "privatise" in large measure the funding and to extend the scope of training.

The levy applicable under the Bill will be compulsory for all sectors in an industry where 51% of all employees are committed to a contribution through their companies. Deductions would be made from a firm's total salary bill, not from an individual employee's pay packet.

There is no clarity at this stage on the size of the levy. "All we can safely say is that it will be a small percentage of the salary bill." Nevertheless, it is expected to yield substantially more money than is available under the voluntary system.



Cape Times 26/4/87 (179)

# Durr calls for training

By BRUCE WILLAN

SA AS a developing country can only prosper if, amongst other things, the training and development of its human resources receives proper attention says Minister of the Budget and Works, Kent Durr

Speaking at the opening of the Furniture Industry Training Board's new training centre yesterday, Durr said that the State has always advocated a tripartite involvement of the employer, the employee and itself in the training and development

However he said that the system of training apprentices needed modernization To this end an investigation was carried out, culminating in several far-reaching recommendations

These recommendations included

in the White paper on the Training of Artisans were accepted by Government and subsequently provisions for the establishment of training boards for industries has been made in the Draft Manpower Training Amendment Bill, published in February 1988

The proposed new dispensation for training boards for industries will pave the way for a totally new era in the training field in SA said Durr

The powers which will be vested in the various training boards will, once the Bill is approved, enable the boards to accept full responsibility for the apprenticeship system of the industry concerned

The Bill will also make provision for the introduction of competency based modular training, to replace the obsolete time-based system of training

# Hotels put training into staff

Capf. Tunks 29/4/89

(179)

## UK suffers

### the pinch

**LONDON** — A disease of affluence first identified in America is now striking businessmen in Britain

Hours of sitting at desks or in cars with a wallet filled with hard plastic sticking into a buttock can cause pain leading to sciatica and muscular complaints

Doctors have diagnosed hundreds of cases

Dr Lennox Holt, consultant rheumatologist at Manchester Royal Infirmary, said sufferers complained of muscle pain in thighs and upper legs

"When doctors tell them the pain is caused by sitting too long on an overflowing wallet, patients feel really silly. The problem can lead to sciatica — trapped nerves — and muscular problems because the wallet causes pressure on the underlying nerve

"There is no hi-tech solution. We just tell them to take their wallet out of their back pockets."

Hotel standards are falling, say critics. Not so, say hoteliers and point to steps being taken to ensure world-class service here — including the establishment of a hotel school in Cape Town. ROGER WILLIAMS reports.

THE hotel industry, under fire for "deteriorated" standards of service and "complacency" in management, has reacted strongly, saying millions of rands are being poured into raising standards — and into hotel training.

Last week some of the passen-

gers on the British Airways Concorde round-the-world flight booked out of the President, Sea Point, saying it was not the first-class hotel they had been led to believe it was.

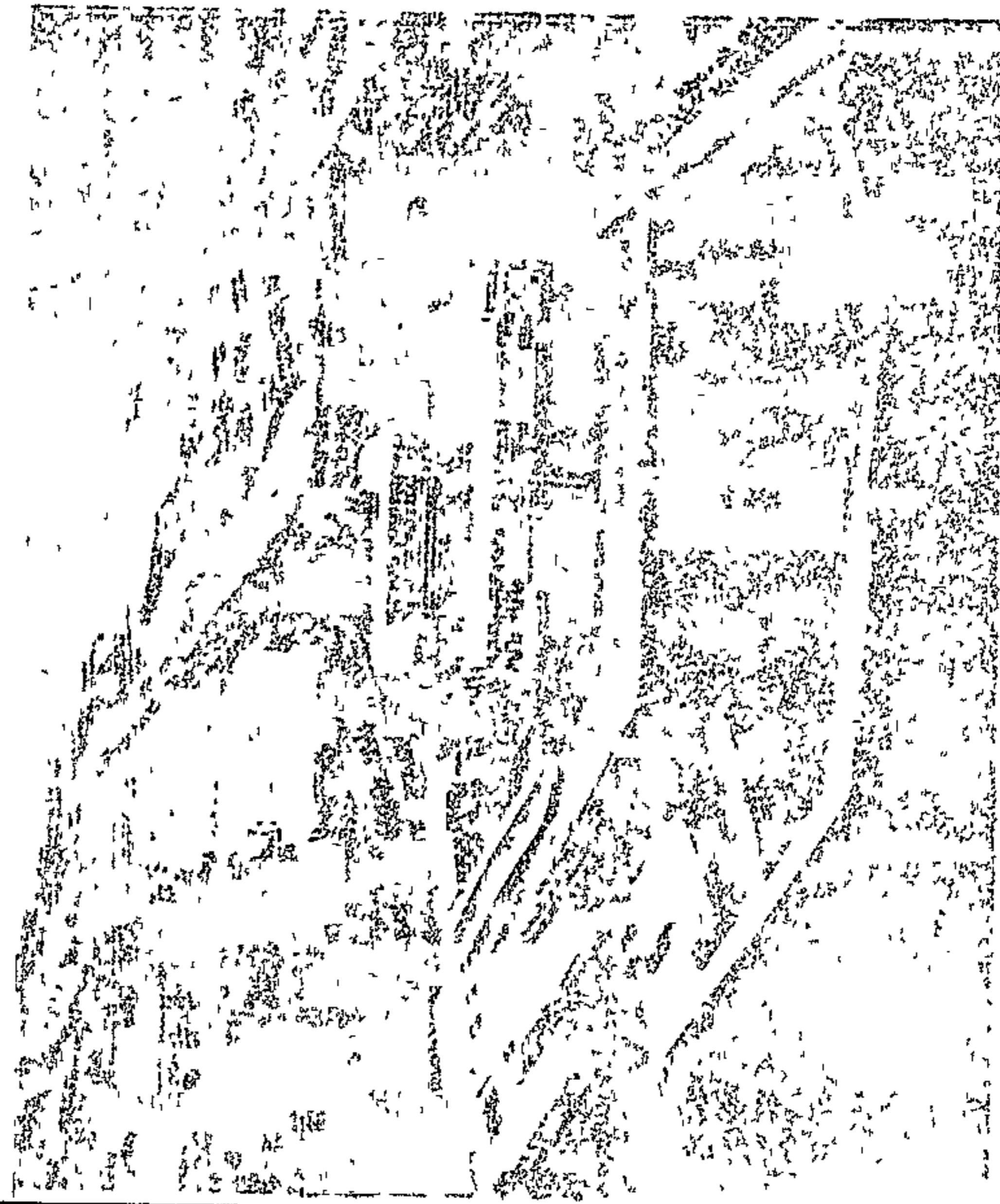
And Stuart Weaving, British millionaire businessman and founder of Friends of the Springbok, said in a televised interview

he had been disappointed to find standards at some South African five-star hotels had deteriorated. He cited the Cape Sun

Fred Thermann, executive director of the Federated Hotel, Liquor and Catering Association of South Africa (Fedhasa), says these are isolated complaints and that most foreign tourists have, in surveys, expressed satisfaction with South African hotels

"Sure, we have a staffing problem — but we are addressing it and I'm confident we'll overcome it. We are in a situation now where the customer is king again — and we have to move in that direction, fast"

Thermann, responding to the critics, says Fedhasa is putting heavy emphasis on training in the industry, and on ensuring that a hotel career is made more attractive to people with the necessary skills and motivation. He points out that Cape Town now has its own



**NEW HOTEL SCHOOL.** A bird's-eye view of the SA Merchant Navy Academy, General Botha, at Granger Bay where a hotel training school has been established by the Cape Technikon in conjunction with the SA hotel industry

hotel training school — at Granger Bay

On a visit to Granger Bay this week Top of the Times found a fully-equipped hotel school, run by the Cape Technikon in conjunction with South Africa's hotel industry, that has been established in the General Botha, the under-used SA Merchant Navy Academy

Young men and women from many parts of South Africa have begun a three-year course there in hotel catering and management, against the background of hotel staff

ing problems and a sharp upsurge in tourism (800 000 foreign tourists came to South Africa last year) with heavy demands on hotel services

Latest official figures show that foreign tourists bought 102 416 bed nights in South African hotels last December, and that the most popular tourist region, measured by bed nights sold was the Cape Peninsula

With the hotel training schools in Johannesburg and Durban, the new Cape Town school open to all races, will become one

# Hotel school for Cape

□ From Page 13

of the country's main training centres for the industry. It could in a few years become South Africa's best hotel training institution with between 200 and 300 students under tuition at a time, in all aspects of the business.

Nautical training, which is also being taken over by the Cape Technikon, will continue in a section of the General Botha complex at least until July next year when the hotel school will take over almost the entire establishment.

Juliet Oosthuizen, director of the hotel school, says the name General Botha will be retained in the school's title. The proud history of South Africa's merchant navy training (nearly 3 000 cadets have received General Botha sea training since 1922) will always be respected and the prestige and traditions of the establishment upheld.

A licensed restaurant in the Granger Bay complex will become part of the training operation from July.

Fred Therman says the hotel industry is still recovering from the severe slump it went

through in the 1986/87 downturn in the economy,

when hotels battled to keep going and staff had to be trimmed because of accumulating losses caused by a falling-off in the number of tourists.

Despite the problems facing the industry, he says, well over 80% of foreign visitors, in a recent survey, rated services good to very good.

Stuart Weaving, who 21 years ago founded the Weaving Friendship Foundation and its associated travel agencies which have booked 200 000 people to South Africa (12 000 in 1989 alone), sees tourism as an essential key to continued prosperity in South Africa.

However, on his 65th visit to South Africa recently, he said that over the past two years he had noted a "marked deterioration" in the standard of service at some five-star hotels.

"I mention this more in sorrow than in anger," he told *Top of the Times* this week from his home in Jersey, "because in the past we have always been so proud to boast of your hotels, which have been comparable with the best in the world and which

still offer superb value for money."

Weaving says while food at South African hotels is still generally excellent, he and his associates have in recent visits noted

● Poor reception at some top hotels, with an off-hand, couldn't-care-less attitude on the part of receptionists who all too often were "arrogant young girls"

● An apparently complacent, take-it-or-leave-it approach among management who, with a renewed inflow of tourists, no longer have a problem filling their hotels

● A seemingly ineffective middle management with a resultant lack of proper supervision in public rooms, manifested in various ways such as the "slow and slovenly" clearing of tables, slow service and inefficient handling of accounts

Weaving says while he and his party found the banqueting side and the main restaurant of the Cape Sun to be excellent, breakfast was "a real bun-fight, with queues at the door" ("one surely shouldn't have to queue for breakfast at a five-star hotel") and with tables still full of left-overs from previous diners — and un-

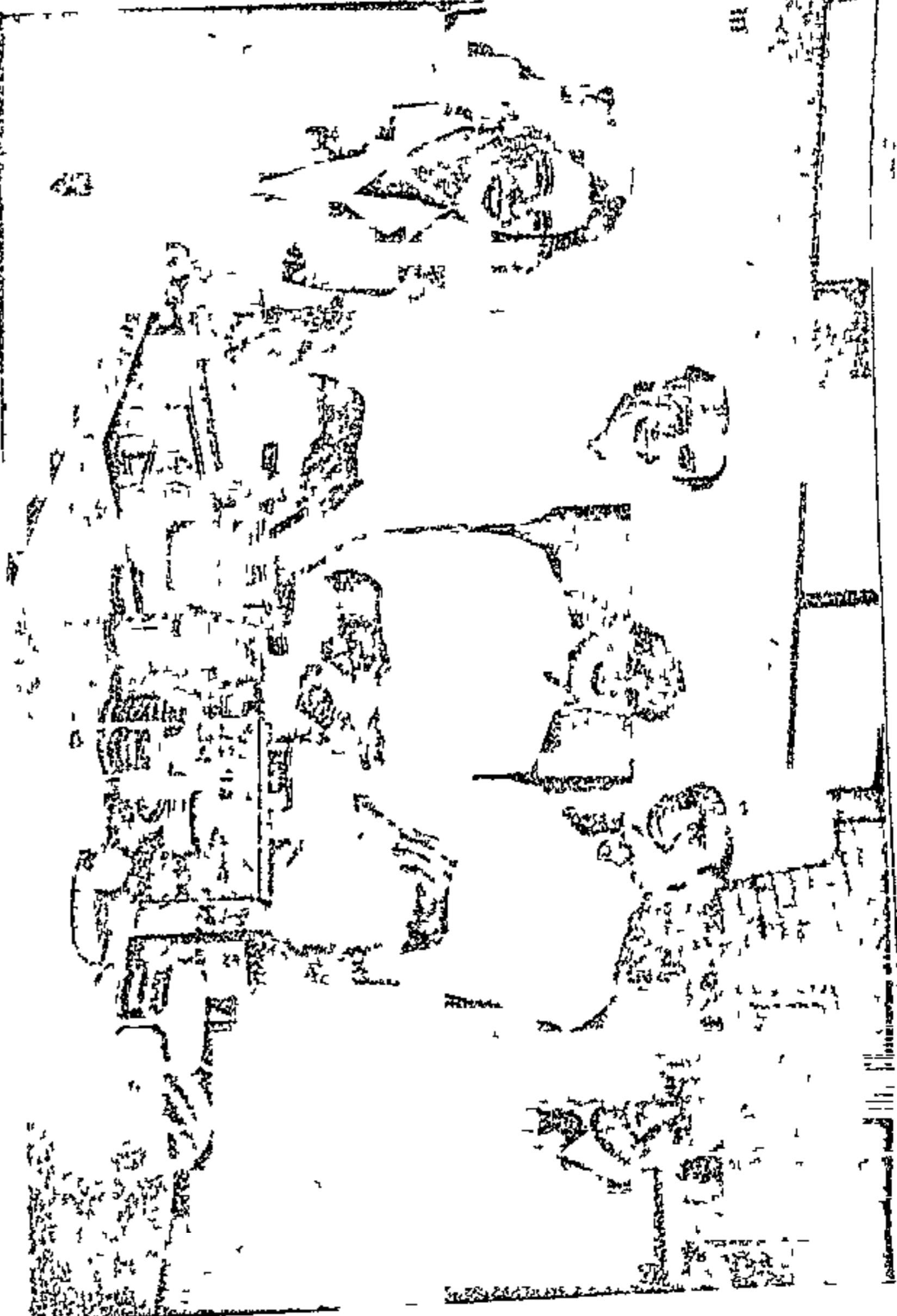
emptied and smelly ash-trays

Weaving says there were also inordinate delays at the Cape Sun in the delivery of messages. One urgent message, he said, took 48 hours to reach him from reception.

Bruno Corte, MD of Southern Sun Holdings, vehemently denies there is complacency among Southern Sun management. While all criticism of hotel services in his group is taken seriously, and acted on, critics including Weaving ("why didn't he bring his complaints to us, instead of running to the media?") should in fairness appreciate that the hotel industry, as in other sectors of the national economy, has been going through "a very tough" transition period in labour relations.

"While we have had serious staffing problems (our group alone has lost 200 trained people in the past four years) we are constantly striving to raise standards. We are now spending R4 m a year on training and we have recruitment drives three times a year."

Corte says where in Europe there is one manager to every 10 hotel workers, the ratio in South Africa is more like one to 50



**STIRRING IT UP:** Some of the 41 students now being trained in hotel catering and management at the new hotel school at Granger Bay are (from left) Delia Loots (Sea Point), Marius Day (Richmond, Cape), Angela Koopman (Pretoria), Henry van Zyl (Paarl) and Lynton Liou (Cape Town)

Picture HETTIE ZANTMAN

"Despite the problems we have had to overcome — mainly labour problems which have been experienced by most industries in South Africa — I feel we are giving good value for money."

Louis Kreiner, chairman of Captour, says with increasing tourism the need for more training facilities and for creating the necessary inducements to trained, skilled hotel staff to remain in this country has become of "the utmost immediate importance."

Howard

179

THE HOUSE OF ASSEMBLY

## INTERPELLATIONS

The sign \* indicates a translation. The sign †, used subsequently in the same interpellation, indicates the original language.

## General Affairs

## Training: mixed accommodation

1 Mr P J PAULUS asked the Minister of Economic Affairs and Technology

What is the policy of the Government on the accommodation during training of different population groups on mine premises in mixed dwelling-units?

B938E INT

\*THE DEPUTY MINISTER OF ECONOMIC AFFAIRS AND TECHNOLOGY (Mr G S Bartlett) Mr Speaker, I want to refer the hon member for Carletonville to Hansard, Vol 106, col 5759. There he will be able to read that a former Minister of Mineral and Energy Affairs, on 27 April 1983, set out the Government's labour policy in connection with the mineral industry as follows, and I quote him

In the first place, it is primarily the responsibility of the employer to ensure labour peace and contentment among his workers. By that I mean all workers, irrespective of colour, language, culture or creed. The second point is that there must be no change or disturbance of practices without negotiation with the workers and without their consent. This is the position irrespective of colour, language or creed. The third point is that in addition to labour practices, no workers must be forced to share facilities with people of a different colour. That is to say, he must not be expected to accept the sharing of facilities against his will.

This policy is still being pursued.

With the amendment last year of the Mines and Works Regulations to scrap the scheduled persons concept from the regulations, the policy was embodied in the regulations in connection with washing and latrine facilities to the extent that the manager shall after negotiating with individual employees organisations as to the needs and

preferences of their members, having regard to the physical, moral or social welfare of the members, provide and maintain adequate and suitable facilities.

The same policy—I stress the same policy—applies in respect of the accommodation during training of different population groups on mine premises in mixed dwelling units.

I would like to tell the hon member that in terms of section 21 (2) (b) of the Group Areas Act an Administrator may only after consultation with the Minister of Economic Affairs and Technology grant a permit to persons who are not members of the White group to occupy proclaimed mine land.

When such consultation with the Administrator takes place, it will be in accordance with the declared policy to which I have just referred.

\*Mr P J PAULUS Mr Speaker, apparently the hon the Deputy Minister did not look at the wording of the interpellation, because the qualification clearly stated there is "during training". During training that apprentice is not a member of a trade union or an employees' organisation and is therefore unable to negotiate.

These people seek work during a period in which it is scarce. They are only too pleased to find work irrespective of the conditions the employer imposes on them. They have no chance to negotiate. These people are being compelled to share hostels with people of colour. The hon the Deputy Minister is aware that hostels are going to be erected on mine land at Kloof Mine, where the Whites are going to live together with people of colour.

The Government made such a fuss about how it believed in freedom of association. What is freedom of association? Freedom of association means that one at least has a choice as to whether one wants to associate with a person or not. What freedom of association does the person have here, however, where only one hostel is going to be constructed for all population groups? What freedom does he have except to say that he does not want to work there and then to go and look for another job? He cannot find other work and he would like to be trained as a mine-worker or artisan. He therefore has no

other choice but to go and stay in that place together with the people of colour.

The hon the Deputy Minister is kicking up such a fuss now. He has just quoted to us a passage in which mention was made of employees' organisations. We know that he referred to the same thing last week and it was then said that an agreement had been reached with the employees. The employees' organisation was not consulted about this matter. The employers concluded a unilateral agreement with certain people. That agreement was accepted by the Government, because he quoted it here. The organisation, as I see it, is the trade union which represents the employees and which has to be consulted, and they were not consulted about this matter of these apprentices who are being forced to live with people of colour.

Provision is being made for married people with children to be admitted to the training school as well. [Time expired.]

Mr R R HULLEY Mr Speaker, once again by asking this question the CP has revealed the ugly face of race prejudice. To wish to avoid ordinary human contact in shared accommodation during training programmes on mine premises, or anywhere else, is an extremely offensive attitude to adopt towards people of colour. If miners can work side by side in dangerous situations underground and if they can entrust their lives to each other underground, why cannot they share training facilities on the surface? This question, once again, reveals precisely the kind of attitude that has alienated White South Africans from the rest of the civilised world.

The answer of the hon the Deputy Minister reveals, on the one hand, a lack of clear and courageous leadership on this question, and on the other hand, an attempt to run away from the consequences of their own policy by hiding behind a permit system.

The laws of this Government, such as the Group Areas Act, the Reservation of Separate Amenities Act and elements of the Mines and Works Act and the Shops and Offices Act, are based on segregationist thinking and are parent to the situation we have and give rise to the interpellation we have here today. This Government has consistently refused shared facilities in other education and training establishments, such as universities, technicians, schools and so forth

and thus is part of this whole problem [Interjections.] The NP must put its own house in order before it criticises the CP [Interjections.]

The DP believes in freedom of association. We say that individual businesses should be free to regulate their own internal arrangements within the framework of a non-discriminatory bill of rights. Any businessman will tell one that shared training facilities is part of a process leading to better company morale and should be encouraged. [Time expired.]

THE DEPUTY MINISTER OF ECONOMIC AFFAIRS AND TECHNOLOGY (Mr G S Bartlett) Mr Speaker, I am prepared to concede to the hon member for Constantia that much of what he has said I certainly can accept. We are moving away from segregation. In fact, the whole history of Government policy in the past ten years or so clearly indicates that the Government is moving away from discrimination and that it is trying to get the different race groups of South Africa to co-operate and work together in peace and harmony.

Unlike that party, the NP does not believe that one must rub people's noses into something new which they are, perhaps, not prepared to accept at this stage. Reform is a transitional thing. It takes place as people's attitudes change. The NP is active in changing people's attitudes. The legislation which has been passed in recent years and months clearly indicates this. That hon member has no feeling whatsoever for the views of the hon member for Carletonville who was a leader of a trade union movement and is perhaps reflecting some of their attitudes. We in the NP make provision for people to change their attitudes as time and circumstance allow.

I want to ask the hon member for Carletonville whose views he is really representing. Are they the views of the CP or are they the views of that particular hon member? The NP believes that the workers, given this framework, can sort out many of these problems themselves, as indeed they did in regard to mixed shower and washing facilities. I referred to this matter during the discussion on the last interpellation that the hon member for Carletonville brought to this House.

As far as training facilities are concerned, I can tell the hon member that the department has received an application from the Chamber of Mines for a surface right permit. [Time expired.]

\*Mr C D DE JAGER Mr Speaker, we are pleased that the hon the Deputy Minister had the courage to say that the NP was moving away from segregation

\*The MINISTER FOR ADMINISTRATION AND PRIVATISATION That is nothing new!

\*Mr C D DE JAGER In that case I should like to know where it is moving to Is it the policy of the NP that it is moving towards integration? [Interjections] One can have either separation or integration One cannot have both If one is moving away from separation, one must be moving towards integration I am therefore pleased about the admission of the hon the Deputy Minister today that this is the course the NP is at present following

It is correct that freedom of association may exist, as the DP says, but I find it very strange that the DP does not also recognise the democratic right of freedom of association If there are people who do not wish to associate, why should they be forced to associate? [Interjections]

\*Mr SPEAKER Order! The hon member for Constantia must contain himself The hon member for Bethal may proceed

\*Mr C D DE JAGER I want to ask the hon the Minister whether he acknowledges that the workers who are receiving training will have the right to separate hostels and that they will not be forced to live together in mixed hostels and mixed residential units where men, women and children and as much as two children per family are allowed to live together Is it the policy of the Government that separate facilities should be provided for these people if they insist on them, and what steps will the Government take to enforce this if the employers and management do not wish to provide this themselves?

\*Mr P J PAULUS Mr Speaker, I want to tell the hon the Deputy Minister that I reflect the feelings of the White workers in White South Africa [Interjections] I want to say in addition that job integration brings social integration in its wake and social integration means total integration When that has happened, what right does an employee have to exercise his freedom of association if he has lived with people of colour during his training, but refuses to live with people of colour in a residential area, which is maintained by his employer, after he has completed his training?

I want to make it clear that in South Africa today big business is the NP's master It is they who dictate to the NP what to do Big business wants integration, and this Government follows meekly behind They are complying with the demands of big business [Time expired]

The DEPUTY MINISTER OF ECONOMIC AFFAIRS AND TECHNOLOGY (Mr G S Bartlett) Mr Speaker, when the hon member for Carletonville starts talking about the "geldmaek van Suid-Afrika," I am afraid he loses the ear of many people because he is talking about spooks that do not exist

I want to say to the hon member for Bethal that I did not say that the NP was moving away from segregation and into integration as he implies [Interjections] What I implied was that the NP was moving away from racial prejudices and fears [Interjections]

The policy is quite clear with regard to the training establishments I want to say to the hon members that none of the training centres are concerned—as far as my department knows As far as Kloof mine is concerned, we have had an application from them As I have said, in terms of section 21 (2) (b) of the Group Areas Act, the Administrator will come to the department and seek the department's views on this The application will only be considered by the Mining Commissioner on receipt of documentary proof that the permit for exemption in terms of the Group Areas Act has been issued to the Chamber of Mines

I want say to that hon member that he must look at the regulations and advise the members of the Mineworkers' Union to study those regulations Let them then decide to negotiate with the employers concerned or the Chamber of Mines—which is an employers' union, if one wants to call it that—on this matter and see whether or not this matter can be resolved in an amicable manner between employer and employee groups [Time expired]

Debate concluded

#### Gross domestic product/unemployment

2 Mr H H SCHWARZ asked the Minister of Finance

What steps does the Government intend taking to (a) increase the gross domestic product

and (b) alleviate unemployment?

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The MINISTER OF FINANCE Mr Speaker, I think anybody who not only can provide the answer to this question but can also implement it in this country within the constraints within which we have to operate is certainly worthy of the highest decoration imaginable I shall try, in the limited time at my disposal, to give some indication as to how we are addressing this particular issue

I want to say right at the outset that, in the first place, we on this side of the House believe that it is not primarily the function of the State but that of the private sector to provide employment It is obvious, based on that point of departure, that it is then incumbent upon the Government to provide the necessary atmosphere and environment within which the private sector can indeed provide the necessary employment opportunities

However, we no longer see that almost one-on-one relationship between economic growth and the creation of employment In our hi-tech environment it is quite possible today to achieve very substantial growth rates without the concomitant employment opportunities which were an inherent part of economic growth in the past An analysis of how we have grown in the past few years will show that fortunately, with the modest growth rate that we could register, there has indeed been a very satisfactory degree of job creation in the process

We operate within the framework of our long-term economic strategy as developed by the Economic Advisory Council of the hon the State President, and right now the Central Economic Advisory Service has already made very substantial progress in the development of a completely adapted economic development programme involving not only nine different areas, but also more than 30 committees or working groups in which the private sector is also involved

What do we intend to do in terms of our long-term economic strategy? We intend, in accordance with what has been recommended by the Economic Advisory Council and accepted by the Government, to strengthen and develop the modern sector in our economy, because it is that sector which is income-generating, work-generating a creator of surplus funds and also the

main supplier of the expertise necessary to develop our very complex economy

We base our development programme on three broad points Firstly, on inward industrialisation as the main component of our economic development programme, secondly, on a deregulation of the economy so as to provide the maximum opportunity possible for self-employment [Time expired]

Mr H H SCHWARZ: Mr Speaker, there is no doubt that the State has an obligation to create the climate for employment The private sector cannot go against the stream, and if the State does not create the climate, the private sector cannot succeed on its own Growth is certainly possible with a limited increase in employment, but increased employment without economic growth is almost impossible

What is really needed in South Africa is not mere talk about inward industrialisation but its actual application The tragedy is that there is so much concentration today on the fact that everything must be left to the private sector—that if the private sector does not start it, the State does not give the impetus I submit that if inward industrialisation is to succeed in South Africa, the State will have to give the impetus and lay the foundations for it As I see it, we have spoken about inward industrialisation, but we have not created the foundation for it in our country

Secondly, deregulation has become a buzz-word, but it is only actually being applied to a very limited extent Productivity is something that we talk about, but there is insufficient encouragement for productivity Training is one of the essentials for overcoming South Africa's manpower problems, and yet our education system is not geared to producing the kind of people who are technically required in South Africa We continue to concentrate on knowledge of Latin, history and geography, but we do not know how to lay a brick, work a machine or do all the other technical things which are required in South Africa

We need private fixed investment in South Africa to be encouraged to a far greater extent Above all, what we need is to create a climate of confidence in South Africa where people know what is going to happen both politically and economically so that in that kind of climate

# Bid to beat the skills shortage

BECAUSE of the severe shortage of skills in the South African computer industry, several large companies will use the inaugural Career Centre Computer Faire to inform potential employees about career opportunities.

Eben de Klerk, managing director of Bankorp, says "One of the main reasons we decided to book for the Career Centre was that we are looking for a different approach to recruiting people."

"We work closely with consultants, but we must look wider than that and at new ways of recruitment."

"The Career Centre is a good opportunity for any company that wishes to attract top-quality people."

"We will try to use the exhibition to promote the image of Bankorp and to recruit personnel — not only experienced people, but those who are interested in making a career in high technology."

## Training

Mr De Klerk says that the in-house training carried out by Bankorp is among the best in SA.

"Our training department is important to our company," he says "Every person in the organisation spends at least 7% on average of working days a year in training — from senior management all the way down."

"Our training programme

By Mark Davison

covers two main areas — managerial development and technical.

"We also hold several additional seminars throughout the year."

Mr De Klerk believes the Career Centre can be of tremendous benefit to organisations such as Bankorp.

"The computer environment is a difficult one to be in, there is a lot of competition. In some ways, I think it is a good thing to get everyone together to see if we are

on the right track in this environment.

"We are really going to use technology on our stand to explain the career opportunities we can offer and to get information across," he says "We will also have people arranging interviews at our offices for a later date so that prospective employees get see the company at work."

"The Career Centre is a good idea and it will incorporate training as well as recruitment. We will show both aspects at our stand."

have lost some companies because of mergers space at Nasrec for a year for the next three years." that we now have the Career Centre as an ad-

# High-tech shop window for potential employees

By Mark Davison

FOR the first time, Computer Faire will incorporate a Career Centre in Hall 7 at Nasrec

Organisations will have the opportunity to attract potential employees to the computer industry

The Career Centre is the brainchild of Computer Faire chairman Mackie Glasser, who came across the concept in the UK

Mr Glasser says "I was introduced to this concept by a group called Visit (Vacancies in Systems and Information Technology) which held its first exhibi-

tion in the UK a couple of years ago. It now holds one every two years

"Because of the critical shortage of staff facing companies in South Africa, I believe there is a need for a similar exhibition here

The Career Centre will not only give companies the opportunity to recruit staff, but they will be able to show graduates and students what kind of future there is in high technology. We hope they will be able to attract more people to the industry

"We have had a good response to the concept, many major organisations booking stands. I am confident that it will be a success"

Mr Glasser stresses that the Career Centre is not an occasion for head hunting by companies

"We do not want any head hunting. I do not believe — because of the high quality of the companies exhibiting — that there will be any head hunting. The purpose of the

Career Centre is to attract people who wish to take the high-tech path."

Mr Glasser says a link node area has been set aside in Hall 7 to ensure easier passage for visitors.

"Every company that has a stand on the Career Centre will have a board in the link node area where they can place teaser-like advertisements."

"The idea is twofold. First, there are people who will visit, but will not necessarily be looking for a job. The boards will indi-

cate the company they are looking for, eliminating the need to wander around.

"Second, we are trying to direct visitors to the right stand right away."

Although the concept of Career Centres has taken off in the UK, Mr Glasser is

not sure how well it will go down in SA

"I do not know what the potential growth of this Faire is, but I have a lot of confidence in the concept"

"We would not have invested the time and money in it if we did not believe in it. Even if we do lose money on the first one, that is not the point. The Career Centre will help to bolster Computer Faire and vice versa

"The Career Centre Faire has taken off in the UK. Our staff shortages are more severe than in the UK"

## Language launch

SCULPTOR, a fourth-generation language from British company Microprocessor Developments, has been launched in South Africa by software house Systemgram in conjunction with Durban-based Applied Business Methods.

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## Apprentice training boosted by new rules

The new dispensation in the training of apprentices will lead to a more efficient use of tradesmen, technicians and engineers in industry

This is the opinion of Mr B C Alberts, a senior Iscor executive, who addressed the mining industry engineering trades Apprentice of the Year awards in Vanderbijlpark yesterday

According to Mr Alberts, the most important aspects of the new training deal included the forming of industry training boards and the delegation of authority to enable these boards to administer their own training — Vereeniging Bureau.



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# The Career Guide

**SOWETAN Reporter**



DAN MONYEMORE

**DAN MONYEMORE, the new boss of Career Centre in Diepkloof, is not a political animal like his predecessor, Mrs Sebolelo Mokane, but he is not lacking in political awareness.**

Standing 1,6m and carrying not much fat on his tiny frame, he would not strike you as the type of person who'd have been considered for Sebolelo's shoes

But to make a fair assessment of him, wait until he opens his mouth. That is when the giant within him starts emerging and when

you'll understand why it took six months for the centre to replace Sebolelo

Former Social Responsibility Manager of First National Bank, Monyemore holds a BA degree from the University of the North and a higher diploma in education from Wits University

Asked how he saw himself in relation to the image his predecessor had carved for herself, Monyemore was quick to state categorically that he puts professional service

before everything else

"But professionalism cannot survive in isolation from the socio-political factors that influence our lives. I cannot afford to be insensitive to what goes on in the socio-political arena

With his kind of ambition Career Centre will soon carry his stamp. He is going to put a political flavour into careers about which the centre advises its students. He says that in tune with the current theme of black political, economic and educational empowerment, it would make more sense

for his centre to talk of careers for national development, for national empowerment.

**Power**  
He believes that it makes no sense for people to talk of the transfer of political power without looking at the transfer of technology, resources and expertise as well

"Some people might take long to realise that, but that's the path we have to follow if our liberation is to be meaningful," he said. Monyemore is future-oriented

"I was disturbed by their perceptions that we were an elite group who catered for a select group of people. They have given us their views on how they believe this centre can be of help to the community

"We will be going to professionals and other interested parties for more input

"We have a post-matric bridging programme which bridges between school and tertiary education and we have seen lots of youths who waste away after leaving school because of indecision as to what they want or are capable of doing

"The centre gives them life skills training, assertiveness, job-seeking skills, decision-making and communication. We have realised that poor communication can at times weaken the chances of making inroads into the job market," he said.

"I see many opportunities ahead. I want to perk up aspects of the centre that have the potential to turn this place into a force to be reckoned with. I think the centre has had a very low visibility. I want to build its image to make its impact on the end users as it should

I invited youths, parents, school principals and career guidance teachers to talk about the centre and to ask for their input

## Youth

Very few of them ask for opportunities in apprenticeship. They seem to want to pursue the traditional professions only which are in the main, teaching, medicine, law and others. We must help our students to outgrow that mentality fairly soon," Monyemore said

## Technicon

"The bulk of the people who come to Career Centre seem to think of education as a licence for access to university. Very few of them realise that there are other opportunities other than going to university. Technical education is one of the least that people think of. "Our people tend to identify more with white-collar jobs than with getting their hands dirty in the various trades.

# More to it than skills alone

5/17/87 7:45/87

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IT is becoming increasingly obvious to many companies that training programmes should handle more than the mere acquisition of job skills.

Bob Spurr, managing director of Advtech subsidiary Viewcom says the US trend to adopting a holistic approach to the employee has spread to SA.

This approach follows on the realisation that skills development training addresses only part of the problem of striving for an increase in

productivity.

Mr Spurr says "If an employee is unhappy outside the workplace he will not perform to his full potential. It follows that to be effective such an employee must be equipped to handle life's challenges."

"This means acquiring knowledge of a broad range of areas, such as fitness, stress management, financial discipline, learning to be assertive and a host of other aspects."

## Building, education to top FCI agenda

CHRIS CAIRNCROSS

CAPE TOWN — Building skills, providing fundamental education, and developing a proper industrial culture in SA, are the two themes that have been selected to dominate discussions at the SA Federated Chamber of Industries' (FCI) executive council meeting here today.

The keynote address is to be delivered by Finance Minister Barend de Plessis, who is expected to outline the government's perspective on the line the country should take in developing an industrial culture best suited to take it into the next century.

Organised industry will also be taking a look at the micro-economic picture, with the focus on the merits of promoting applied research to service the needs of specific sectoral interests.

The desirability of giving greater emphasis to manpower training and education in an evolving SA leads off FCI's meeting today, with Education and Culture Minister in the House of Assembly Piet Clase, scheduled to open the debate.

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# Association reviews negotiating role

WITH the Industrial Council for the chemical industry falling away, the Transvaal Chemical Manufacturers' Association (TCMA) has reviewed its major function of negotiating industry agreements on behalf of members.

Now it will provide information to make representations on behalf of the industry and to formulate broad policy directives through consensus of the membership.

TCMA chairman Mike Spagnoletti says three major areas of focus are industrial relations, manpower, and education, as well as health and safety.

In the industrial relations area the TCMA represents the industry at wage board hearings and other official industrial relations investigations. It also provides the membership with information and practical guidelines pertaining to key industrial relations issues.

Some of the issues which have been addressed include amendments to the Labour Relations Act, productivity bargaining, health and safety and public holidays. Seminars and information sessions have been well attended and more events such as these are planned for the near future.

In the manpower and education area the TCMA operates in conjunction with the SA Chemical Foundation, which is registered with the Manpower Department, with the objective of promoting physical science in schools and chemistry at tertiary level.

The main activities in this area include

- Advice to companies on how best to allocate their educational budget,
- Identification of skilled shortages across the whole industry;
- In-service training of teachers of physical science by exposing them to the industry's needs and directions,
- Career guidance for schools using literature and exhibitions,

- Providing bursaries to students and awards to outstanding teachers of chemistry, while annual awards are presented to researchers for significant contributions to the industry

- Enhancing the image of chemistry as a student with many existing career directions from which to choose,

- Acting as the steering committee for the industrial training boards for the chemical and allied industries, and

- Working with technicians to reduce overlap in courses and to give input on curricula related to the needs of industry

Spagnoletti says there is growing public awareness of health and safety.

"This is especially pertinent to the chemical industry because of the growing number of hazardous materials being produced, which could have detrimental effects on the environment."

## Controls

He cites incidents such as the Sandoz fire in Switzerland and the recent massive oil spillage in Alaska as rude reminders of the damage man may inflict on the environment and the subsequent damage to the image of the companies involved due to the negative publicity — regardless of where the fault lies.

As a result, companies are stirred into taking a pro-active stance in regard to safety procedures and strategic plans. Governments are prompted into assembling and re-evaluating controls over the handling, storage and transportation of these materials.

"The TCMA has played a very active role in this area, providing constructive input to those concerned, while drawing up regulations and subsequently disseminating information to member companies by means of newsletters and seminars," he says.

No. 1016

26 May 1989

**SETTING APART AND EXTENSION OF A TOWN.—EDENDALE EAST, DISTRICT OF PIETERMARITZBURG—AMENDMENT OF GOVERNMENT NOTICE No 2410 OF 2 DECEMBER 1988**

I, Gerrit van Niekerk Viljoen, Minister of Education and Development Aid, by virtue of the powers vested in me by section 30 (1) of the Black Administration Act, 1927 (Act No 38 of 1927), hereby amend the description of Unit Q of the Town of Edendale East, District of Pietermaritzburg, set apart in terms of Government Notice No. 2410 of 2 December 1988 to the extent indicated in the Schedule hereto.

G. VAN N. VILJOEN,  
Minister of Education of Development Aid.

**SCHEDULE**

Substitute for the boundary description of Unit Q the following description:

**UNIT Q**

Certain portion of land, in extend 47,8989 hectares, situate on the farm Slangspruit 1448, County of Pietermaritzburg, Province of Natal, as shown on Proclamation Diagram P B. 58/1989 approved by the Director-General of Development Aid and filed in his office, copies of which are available in the office of the Town manager

**DEPARTMENT OF DEVELOPMENT PLANNING**

No. 1023

26 May 1989

**LOCAL GOVERNMENT TRAINING ACT, 1985**

**IMPOSITION OF TRAINING LEVY**

I, Jan Christiaan Heunis, Minister of Constitutional Development and Planning, by virtue of the powers vested by me in terms of section 10 of the Local Government Training Act, 1985 (Act No 41 of 1985), and after consultation with the Minister of Finance and the Training Board, do hereby impose, for the financial year 1989/90, a training levy as set out in the accompanying Schedule and payable by local government bodies in general.

The training levy is payable to the Director-General: Department of Development Planning (Training Fund), 260 Walker Street, Sunnyside, Pretoria, 0002, or Private Bag X644, Pretoria, 0001.

I. C. HEUNIS,  
Minister of Constitutional Development and Planning.

**SCHEDULE**

The amount of R3,50 per employee for each employee in the employment of a local government body on 1 July 1989 for the financial year 1989/90. Provided that such levy shall be payable on or before 30 August 1989.

No. 1016

26 Mei 1989

**AFSONDERING EN UITBREIDING VAN 'N DORP.—EDENDALE-OOS, DISTRIK PIETERMARITZBURG—WYSIGING VAN GOEWERMENSKENNISGEWING No 2410 VAN 2 DESEMBER 1988.**

Ek, Gerrit van Niekerk Viljoen, Minister van Onderwys en Ontwikkelingshulp, kragtens die bevoegdheid my verleen by artikel 30 (1) van die Swart Administrasie Wet, 1927 (Wet No. 38 van 1927), wysig hierby die omskrywing van Eenheid Q van die dorp Edendale-Oos, distrik Pietermaritzburg, afgesonder kragtens Goewermenskennisgewing No. 2410 van 2 Desember 1988, in die mate in die Bylae hiervan getoon

G. VAN N. VILJOEN,  
Minister van Onderwys en Ontwikkelingshulp.

**BYLAE**

Vervang die grensomskrywing van Eenheid Q deur die volgende omskrywing:

**EENHEID Q**

Sekere stuk grond, groot 47,8989 hektaar, gelee op die plaas Slangspruit 1448, County Pietermaritzburg, provinsie Natal, soos aangedui op Proklamasiekaart P.B. 58/1989 wat deur die Direkteur-generaal van Ontwikkelingshulp goedgekeur is en in sy kantoor bewaar word en waarvan daar afskrifte beskikbaar is in die kantoor van die dorpsbestuurder.

**DEPARTEMENT VAN ONTWIKKELINGSBEPLANNING**

No. 1023

26 Mei 1989

**WET OP PLAASLIKE OWERHEIDSOPLEIDING, 1985**

**OPLEGGING VAN OPLEIDINGSHEFFING**

Ek, Jan Christiaan Heunis, Minister van Staatkundige Ontwikkeling en Beplanning, kragtens die bevoegdheid my verleen by artikel 10 van die Wet op Plaaslike Owerheidsopleiding, 1985 (Wet No 41 van 1985), en na oorlegpleging met die Minister van Finansies en die Opleidingsraad, lê hierby, vir die boekjaar 1989/90, 'n opleidingsheffing soos uiteengesit in die bygaande Bylae en betaalbaar deur plaaslike owerheidsliggame in die algemeen, op.

Die opleidingsheffing is betaalbaar aan die Direkteur-generaal Departement van Ontwikkelingsbeplanning (Opleidingsfonds), Walkerstraat 260, Sunnyside, Pretoria, 0002, of Privaatsak X644, Pretoria, 0001.

J. C. HEUNIS,  
Minister van Staatkundige Ontwikkeling en Beplanning.

**BYLAE**

Die bedrag van R3,50 per werknemer vir elke werknemer in diens van 'n plaaslike owerheidsliggaam op 1 Julie 1989 vir die boekjaar 1989/90. Met dien verstande dat sodanige heffing betaalbaar is voor of op 30 Augustus 1989.

PAGES AND PAGES OF THE BEST JOBS IN SOUTH AFRICA

# Trainers need more than

PROFESSIONAL

ST Times 28/1/87

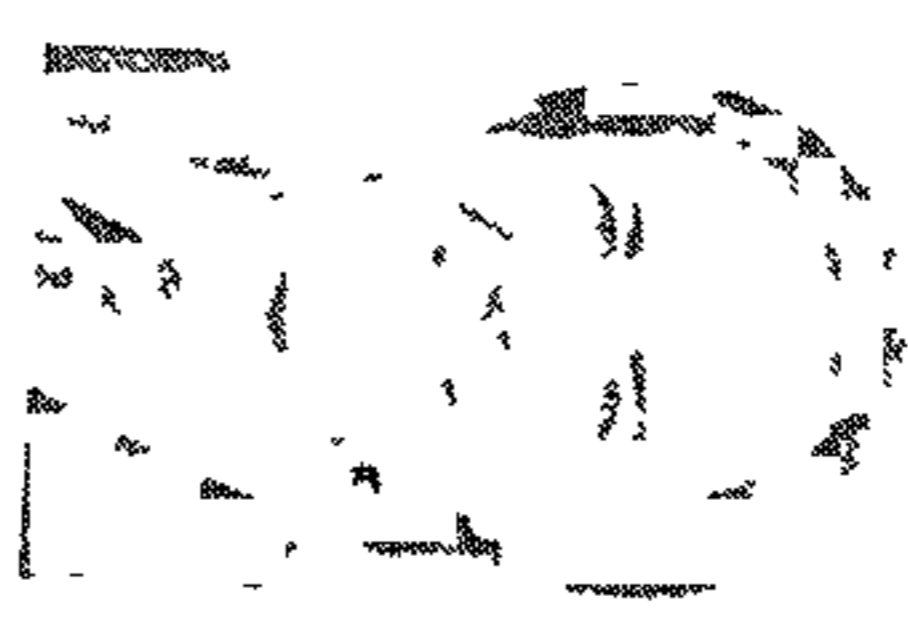
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TRAINERS and training managers in industry are the key people in the bridging process from Third to First World industrial concepts

There is a huge need, therefore, to develop and maintain professional standards of competence for trainers and training managers in all industries in South Africa

A professional body has long been called for by politicians and industrial leaders and resulted last year in the formation of the National Institute for Training and Development

Andre Dippenaar, vice-president of the institute says 80% of all training is task- and skill-oriented. The target group for



Andre Dippenaar trainers need academic qualifications

this training is made up largely of employees with minimal formal education. Dr Dippenaar found in a survey that trainers in industry are mostly technical

people with good line experience and good technical qualifications, but with low academic qualifications

"This is where the need exists. Technical trainers cannot be seen or classified as behavioural scientists, which means that the curriculum for the training and education of technical trainers should differ from that of behavioural scientists

"The objectives of the institute are therefore to maintain a professional standard of competence for trainers and training managers, to improve the standard of professionalism of its members and to upgrade the quality and effectiveness of training specialists at all levels in every industry."

To achieve these objectives, the institute allows several levels of membership

— a fellow, full, affiliate and corporate member

Dr Dippenaar says "Fellowship of the institute is awarded at the discretion of the executive council to those individuals who have made a substantial contribution to the profession of training management, obtained the M Phil in training management or given meritorious services to the institute

"Full membership is given on two grounds. First is experience — applicants must have had a minimum of eight years' training management experience. Second is academic and experience — an affiliate member must have a diploma in training management and at least three

years' experience"

An applicant can become an affiliate member by passing the training certificate course conducted by the institute. Corporate membership is given to organisations

The institute's programmes are pitched at four levels — the trainer certificate course at level one, a training and development diploma spanning 12 months, a training management diploma for senior training managers and an M Phil degree in training at level four

Dr Dippenaar says the contribution the institute is making to productivity in Southern Africa is that for the first time the technical trainer with previous line experience is addressed as far as skills acquisition and improved professional-

ism are concerned

"In this regard the institute's diploma programmes are unique in this country. Its strategies to improve training and training management skills in industry are fourfold"

First, it will ensure improved practical academic qualifications for the training specialist who is not necessarily interested in also studying in the wider human resources management discipline

Second, it has developed consultancy expertise in training management which allows companies to place their training activities on a firm footing. It has developed evaluation instruments never before available to SA companies

Third, the institute is establishing links with all important actors in the training field, such as international organisations, local government and private companies

Dr Dippenaar says this expertise network will ensure that training expertise will be brought within reach of the institute's members

"Finally, the institute wishes ultimately to establish an accreditation council for the training discipline. We believe these strategies will open up new career challenges for training managers in years to come"

Further information from this non-profit organisation may be obtained from The Registrar, National Institute of Training and Development, Box 1797, Marlboro, 2063 Telephone (011) 802-8208

# WORK SKILLS

# Full speed for training

5 Times

11/6/89

179

A TRAINING programme to meet the needs of various projects being undertaken in SA is moving ahead at full speed

The scheme, run by the South African Fabrication and Construction Training Trust Fund (SAFCTF), was initially funded by the Central Energy Fund to provide skilled workers for the Moss-gas project

It is believed to be the biggest training programme in the world

To date 2 053 workers have been trained in skills such as welding, draughting, boiler-making and mechanical and electrical engineering

By the end of the century more than 30 000 people will have been taught new skills, says SASCTF executive director Rene Schmetz

He was reacting to comments made by CSIR chairman Louw Alberts who said it was unlikely that any new synfuel projects could be developed in the next five years because of the shortage of skilled labour

The training scheme has been adopted by engineering contractors and various associations which pay a levy of 1.5% on the local content of each project

The authorities have also agreed in principle to pass on some of the cash grants offered to other employee training schemes

Training involves three months' attendance at a technical and 22 weeks of practical work

Training schemes are run in Oudtshoorn, George, Mossel Bay, Saldanha, Pinetown, Benoni and the Vaal Triangle

It is expected that 8 000 trainees will pass through the various schemes by 1992 to meet the needs of Moss-gas

The fund will also train workers for other projects, such as the Lesotho Highlands water scheme, power station development and synfuel plants that might be set up by AECI and Gencor

Trainees are developed to various levels, but do not qualify as artisans who have served a four-year apprenticeship

It has been found that about 90% of all tasks performed in the fabrication and construction industry can be carried out by skilled workers instead of artisans who have served an apprenticeship, says Mr Schmetz

The training will provide a base from which further study can continue

Two years of haggling with employer organisations achieved acceptance of the trainees. But, says Mr Schmetz, the need for apprentice training to provide middle-management skills will not fall away

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THIS year 3 000 people will benefit from the training offered by PLS in one programme alone — PSS. *8 Times 2/7/89*

PSS stands for professional selling skills, and has been the mainstay of sales training courses for many years. It is available in four versions, and its effectiveness has been proven beyond doubt — see the graph of one company's success.

Target 2000 has been designed to complement the skills taught on the PSS courses, and promotes the ultimate aim for every salesperson of being a business partner to his client.

PLS provides open seminars each month on a national basis for training the trainer, evaluators and developmental participants, serving 600 clients from a core staff complement of 33.

About 70% of turnover is repeat business.

Members of the PLS salesforce do not present the training seminars. "Often, those who can sell well cannot teach at all, and vice versa," says managing director John Freebody.

All the seminar leaders are freelancers, delivering seminars when required, yet free

# Mainstay of sales courses

to pursue their own interests.

They have all received tertiary education, and have specialist knowledge in their fields.

Whenever a company chooses to have a closed seminar — one delivered at its offices to its staff only — PLS is able to select a seminar presenter who has a good grasp of the customer's business, of the type of challenge that company faces, and of topical developments in the market.

"It is more of a workshop than a seminar session," says Mr Freebody. "We can focus on the company's specific problems and iron them out, rather than dealing with generalised or idealised situations as we do in our open seminars."

But there is no such thing as a "best way" to learn — it is each to his own.

The modules cost from between R475 to R1 650 a delegate, depending on content, presentation and whether or

not the company opts for a closed or an open seminar.

PLS will launch phase one of Target 2000 in July, and phase two, which deals with customer service, will begin in January 1990.

It was launched internationally only two months ago, so SA is right at the forefront.

"The timing of the launch could not be better," says Mr Freebody. "Competition is increasing, there are more sophisticated buyers, shorter product lifespans and lengthening selling cycles."

"It has become essential for salespeople to differentiate themselves and their products and services from their competitors. Target 2000 was developed for those reasons."

The past three months have been spent on internal training of PLS people on all the new modules as a prerequisite to the launch. The company forecasts sales for Target 2000 of R2,4-million in the second half of 1989 alone.



# Investment in staff training pays off

5 (Times 2/7/89)  
IT is gratifying to learn that in South Africa, a company which trains its staff regards the amount spent as an investment not an expense.

In a country which is crying out for skilled people, the higher the quality and support of a training programme, the higher the returns on the investment in it.

It should form part of every company's business strategy by developing its key personnel to meet the challenges of the day and the future.

PLS focuses on the education of sales, service, management and administrative staff, and is launching Target 2000 — a sales training system which has been revised, updated and expanded to meet the needs of the 1990s.

## Separate

The research and development of Target 2000 has cost \$11-million so far. The work was undertaken by three groups in the US and Canada, and the outcome was consistent with European studies.

The three groups concentrated on separate issues.

The US group determined how businesses would market and sell in the future.

The Princeton Research and Consulting Centre conducted a study of the market to find out what kind of training businesses needed to train their people.

Interviews were held with members of Learning International's salesforce to gather data on market preferences.

Roles Research — the third group — included two studies to ascertain what makes salespeople and sales managers effective.

SA is facing similar sales and market trends to those of America and Europe, and the common implications were drawn together in the development of Target 2000.

The curriculum was developed in 20 modules under three category headings — effective selling, specialist selling and sales management.

## Neglected

The seven critical content modules in the first category are

- Initiating business relationships — first impressions count
- Interactive listening for salespeople — the neglected skill
- Need-satisfaction selling — do not sell your client something you know is not what he wants.
- Professional selling skills, which come in four videotape versions which address tangible and intangible products with long and short sales cycles.
- Professional telephone-selling skills — a telephonic version of the above
- Telephone prospecting — how to gain that qualified appointment
- Time management for salespeople — work smarter, not harder.

## Advanced

The second category heading — specialist selling — includes advanced content modules

- Account development strategies — handling complex accounts
- Added-value selling — side-by-side selling
- Interpersonal selling strategies — building positive business relationships
- Probing strategies — asking the right questions
- Sales Challenge — a video-disc series providing simulations for success
- Self-leadership for salespeople — going that extra mile
- Selling against the competition — the competitive edge
- Successful sales negotiations — understanding, planning and conducting sales negotiations

## Winning

The third level of the curriculum is aimed at sales management.

- Challenges of sales management — importance of their roles
- Developing your sales team — the winning ingredient
- Professional selling-skills coaching — protecting your investment
- Time management for sales managers — the complete tool kit.

The critical content of the effective selling modules assumes no prerequisite mastery of product knowledge, market knowledge and selling experience — it is aimed at the less experienced salesperson.

The advanced modules assumes mastery of the critical elements.

PLS can prepare you for the year 2000, this year.

# Novice to winner if the firm cares

27189 5 Times 179 489

PERSONNEL agencies are unanimous in saying that every job seeker who comes through their doors is looking for a post with a company which provides training.

Whether the applicant is a school leaver, university graduate, or someone seeking a change in employment, they tend to have limited experience in the business they wish to enter.

Indeed, many find the thought of selling to strangers daunting, especially if

they are young and inexperienced. No amount of apparent enthusiasm can mask that dread.

South Africa has a hard enough time filling vacancies, and a little application from an employer can turn a novice into a winner.

Companies can no longer pick and choose whom they wish to employ. Top people do not come on the job market often, and companies are left with the task of equipping their own people to deliver the goods.

Research shows that an employee feels more loyalty to a company if it has taken the trouble to train him well. He believes his prospects with that company are better in the long term, and is less likely to snatch at a passing opportunity with another firm. He will think things through.

## Premises

PLS runs either open seminars — for salespeople from more than one company — to closed ones whereby a PLS member of staff will visit a firm's premises.

A group at an open seminar will comprise no more than nine people. The participants could be sales or line managers, who undergo a three- or four-day programme to become a facilitator in training their own staff.

The manager will then become a seminar leader, and the training follows a five-stage format of acquisition of skills, practice, transfer, application and reinforcement.

At the start of the course there is some reading and written work as well as group discussion about objectives and challenges. This is the acquisition stage.

Practice is enhanced because interactive video recordings are used, whereby

typical sales situations are depicted. There is an automatic pause in the film during which the viewers are required to give the right instruction.

The video proceeds with a model answer to that situation, and then to the next.

Learning is transferred to simulated situations in which one group member plays the role of buyer, one the seller and a third is an observer.

In this way, the members rehearse what they will be required to do in their jobs, except that there are no consequences if a "sale" is lost. It is designed to build up experience in handling the customer.

Application of the skills comes next. The member links the products and services of his own company to the basic general techniques he has learned. In other words, he goes from selling hypothetical widgets to his own particular component.

5 Times 16/7/89.

# Moss gas drive

179

**Business Times Reporter**  
A CRASH programme has been launched to train welding supervisors and inspectors who meet the tough requirements of the Mossel Bay project.

The SA Fabrication and Training Trust Fund, which is channelling money into huge training schemes for the oil-from-gas project to reduce the need for imported skills, has been given the go-ahead to produce 400 inspectors and supervisors by the end of next year.

Executive director Rene Schmetz says existing training schemes are successful.

"Our top priority now is to get the right people for these special roles."

## Pressure

The specialists will be trained by the SA Institute of Welding, whose chief executive, Chris Smallbone, says the country is facing a serious shortage in this field.

"In the past 10 years there has been a big drop in the number of welders under training in the fabrication and construction industry.

"This has led to a more severe shortage higher up the ladder."

The new scheme will involve the training of 150 welding inspectors, 60 senior ones and 210 level 1 and 2 welding supervisors.

About 70 inspectors and 40 supervisors have started

training at the institute in Johannesburg.

Another 25 welding inspec-

tors have been trained in the US as statutory inspectors for welded pressure vessels.

PEOPLE AT THE TOP  
ARE ON THE MOVE —  
SEE PAGE 13

PAGES AND PAGES OF THE BEST JOBS IN SOUTH AFRICA

MANPOWER  
HIEROR by  
ROBYN  
CHALMERS



# On target for 30 000 skilled workers

SOUTH Africa's plan to provide a huge pool of skilled labour for its synthetic fuel projects is moving into top gear, says SA Fabrication and Construction Training Trust Fund (SAFACTF) vice-chairman Hugh Brown.

More than 2 000 welders and other technicians have been fed into the workforce since the training plan began 18 months ago. Many more are scheduled to graduate from training centres set up to provide a reservoir of manpower for the growing demands of Mossagas and other energy projects on the drawing boards.

to supply more than 30 000 artisans for a wide range of industries in the next decade.

Although the scheme was formed in response to the R5.5-billion Mossagas project, Mr Brown says it is part of a strategy for the entire synthetic industry until the turn of the century.

Industry as a whole has for almost two decades been characterised by a severe lack of skills. As soon as there is evidence of a recession, the first thing to be cut by a company is for training resulting in a huge shortage of skilled men and women when the economy revives.

SA Institute of Race Relations researcher Monica Bot says in her book *Training on Separate Tracks* that when there is a recession, companies tend to train for their immediate needs only and not for long-term requirements.

average annual growth rate is achieved until the year 2000, there will be a shortage of 200 000 workers with a degree, diploma or comparable skill level.

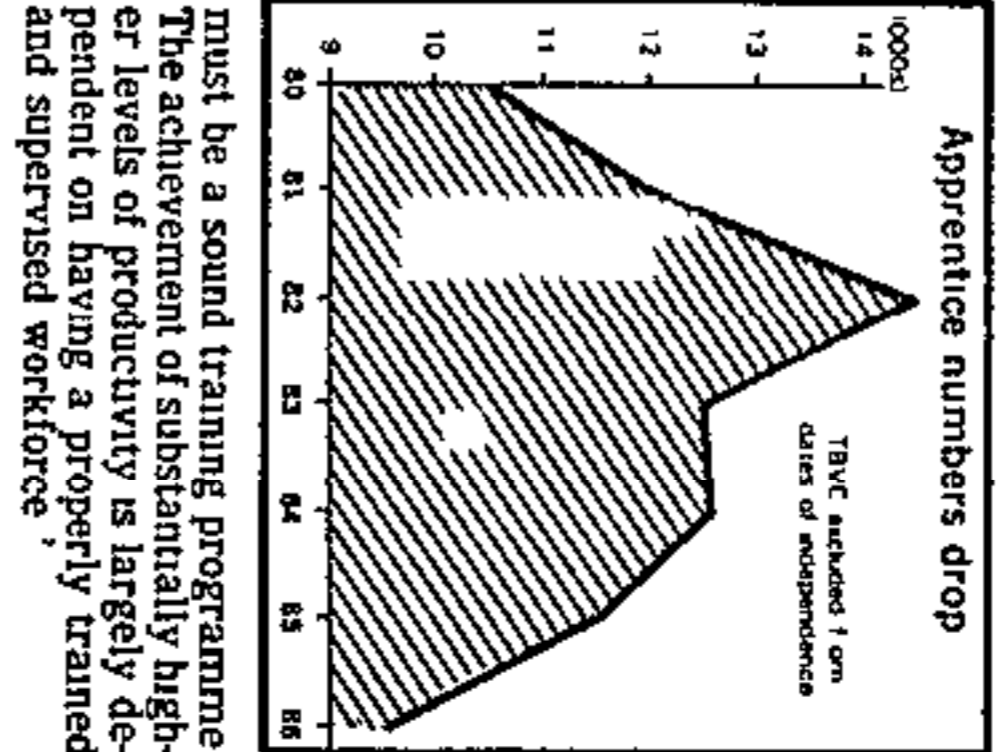
In contrast, there will be a surplus of 3.8 million with standards eight to 10, and an oversupply of 5.6-million people with lower than a standard eight.

SAFACTF executive director Rene Schmetz is confident that the training scheme can supply sufficient skilled labourers for the present and future industry.

"The decision to build synfuel projects will not be influenced by any lack of trained manpower. Measures to provide these skills are in place and they are contributing successfully to existing projects."

now and 1992 the trust will have supplied more than 8 000 trained people to contractors involved in existing and future projects.

"Essential ingredients to dramatically increase SA construction productivity are project labour agreements controlling civil mechanical electrical and instrumentation contractors to the amount of wages to be paid to operatives."



must be a sound training programme. The achievement of substantially higher levels of productivity is largely dependent on having a properly trained and supervised workforce.

STW 30/7/89

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Sunday Times

# BUSINESS TIMES

A Business 1

## Real need for SA to upgrade attitudes to training

179

SI Times 15/10/89



BARRY VENTER ... training to blame

SOUTH AFRICA'S skills shortage is not simply a question of lacking skilled people, but of resources being wasted training the wrong skills

Former chairman of the IPM training and Development Division and executive partner in Management Audit Partners, Barry Venter, points out there is an imbalance between the four skills categories; namely professional managers and the highly skilled, skilled, semi-skilled and the unskilled or unemployed

He says the reason for the imbalance is the type of skills which are coming into the economically active portion of the economy

"People are coming out of occupational training programmes in the wrong proportions to the country's needs.

"In SA less than 10% of the people are being trained on the same basis," says Mr Venter

In West Germany less than 10% of school-leavers are training at university

Meanwhile, in SA, 70% of those who pass matric go to university and a large percent-

age of these people are training in social sciences

"It is time to change the approach and train for skills which the country needs

### Reasons

"One of the main reasons for West Germany's competitive advantage in the world market and its high growth rate is its practical approach to training," says Mr Venter.

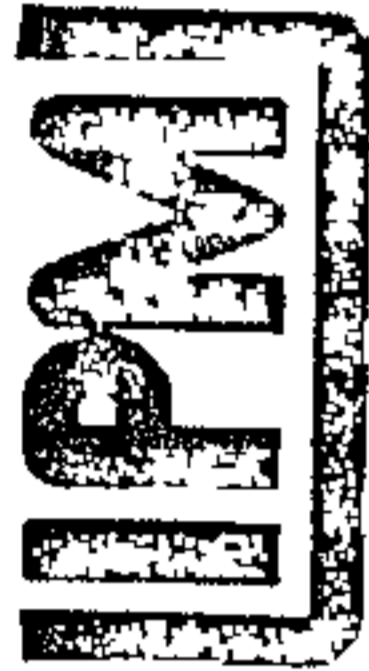
He points out that, in SA, each time the economy grows beyond a certain point, the country lacks the skills to sustain the growth. He says this is one of the major reasons for SA's lacklustre performance in the past.

The private sector has a major contribution to make towards upgrading the level of useful skills. Some companies are doing so now, but others are not.

### Benefits

Literacy is an area which can produce major benefits for the companies which adopt effective schemes. The modern factory cannot be run by illiterates and those who have increased their staff literacy level have experienced important production gains. The effort is thus well rewarded.

Says Mr Venter: "If the skills problem is not addressed effectively there is no future. Without skilled people this country cannot make full use of its natural resources and will become increasingly uncompetitive."



Times Survey October 15, 1989

THE ratio of managers to workers in South Africa is dropping all the time as the skills shortage worsens

In 1987, estimates suggested there was one manager for every 44 workers and experts were warning of dire consequences. Now the ratio is estimated at 1.50 - compared to about 1.15 in the USA - and the situation is unlikely to improve without a sustained, innovative effort.

Equal employment opportunity (EEO) is no longer seen as purely a social responsibility issue but rather one of economic survival. Nor is EEO concerned only with black advancement but is multiracial and addresses women and the handicapped

IPM training manager Dani Mitchell says "We will not be able to meet our manpower requirements, particularly those of professional people, from the existing company employee pool

# Institute of Personnel Management

## Using all the resources

"The traditional slow career path is not going to work either. We need to accelerate advancement. There is a great need for more black managerial staff right up to board level."

However, there are serious problems with accelerating black advancement as sub-standard education and stay-aways, which often result in the pupil's education being incomplete, leave them poorly prepared to face the challenge

Says Ms Mitchell "There is a shortage of good black matric students and everyone wants them

"Traditionally, we have taken black matrics and placed them on a variety of bridging

programmes. They are then pushed up through accelerated on-job-training

"There would also be a range of quasi-educational programmes covering areas such as communication skills, business and assertiveness

"But while they would perform well on the programme, results when back in the workplace were disappointing

"This led to the development of the 'mentor' system"

The mentor is a person who acts as a combination of coach and support in the work environment. The idea being that the mentor would show the black staff member "the way we do things here"

But though the idea has produced some

positive results, it does not address the lack of success due to the negative reactions often experienced in the work environment.

Ms Mitchell says. "White employees often feel threatened by rising black stars. There is a need for input to reduce resistance and racial tension. You can't just have black advancement, it must be multiracial and designed to develop all the rising stars, regardless of race"

She notes that due to the lower ratio of managers, skilled staff are subjected to enormous amounts of stress. This lowers their performance and often leads to ill-health

She says companies are beginning to realise the need to become more "Africanised" and adopt the best of both worlds. She points out that SA cannot afford to neglect any of its resources and this means advancing women into positions of greater responsibility and employing handicapped people

## Students need science and maths skills

179 THEO RAWANA

LACK of exposure to higher grade mathematics and science barred black matriculants' entry into production, engineering or accounting in industry, Toncoro chairman Cedric Savage said at the weekend.

Addressing the Black Management Forum (BMF) annual conference in Durban, Savage said of the black pupils who matriculated last year, fewer than 2% passed maths and science. *Bl Day 18/10/89*

"The result was that very few matriculants are currently eligible to enter production, engineering and accounting functions in industry," Savage said.

"It has been estimated that in only 10 years' time some 200 000 additional trained managers will be required in SA, and that only 40 000 of these can be provided by the white population."

About 160 000 black people had to be trained, and be in managerial positions within 10 years, he said.

Savage said the future success of commerce and industry in SA depended on the transformation of a situation from one where under 4% of management in the formal sector was black, to one where black managers were playing a meaningful role in the country's economy.

# NEWS FOCUS

Business Day Reporter

SA WILL need a substantial pool of technical and managerial skills in the 1990s to drive not only the developed parts of the economy, but to encourage the informal sector to grow and develop into the formal sector

This was said yesterday by Eskom CE Ian McRae when he addressed an engineering and management conven-

## Eskom chief urges need to develop black technical skills

tion in Johannesburg  
McRae said the traditional belief that skills shortages could be met by white males only, and that the rest could be imported, no longer held good  
"Blacks will increasingly fill managerial and technical positions. Indeed the lack of skills in SA is not as formi-

dable as it may appear — if we develop the right mindset. We already have the people — more than 34-million of them — who can meet most of the skills requirement if they are given the chance and opportunity to do so."  
He said countries like Japan, South Korea and Taiwan were all faced with

similar challenges — and they had succeeded in meeting them by utilising their national resources.  
McRae proposed a five-point strategy which included the commitment to mobilise SA's resources, an education system that should match the skills requirement of the market place, a

more prominent role by business in education, motivation for the workforce to acquire and apply skills; and the improvement of productivity and product quality.

He warned, however, that the process was slow and that companies should create a working environment which was more user-friendly to people of different cultural groups



# Education urgency stressed at building federation congress

From FRANK JEANS

JOHANNESBURG —The building industry has been left in no doubt about the urgency of educating all levels from management to the site workers after the annual congress of the Building Industries Federation (Bifsa) at Sun City this week

And hammering the message home was an academic fraternity that concluded changes would have to be made to correct the imbalance of too few apprentices and too many university graduates

The total apprenticeship contracts has dwindled from more than 6 000 a year in the early seventies to 1 200 last year, while during the same period the students graduating from universities increased by about 48 percent.

## CONGRESS THEME

All the main speakers concentrated on the theme of this year's congress, education and training, and pulling no punches was Professor James Moulder, head of the department of philosophy at Natal University, Durban, who sees the present academic educational set-up as a "sick white university system that tolerates high failure rates".

And to meet the growing quest for knowledge by all population groups, the professor believes in the introduction of an intermediate tertiary college system, which would be a more effective support programme for non-white students

"The gap between school and university is too big," Professor Moulder told delegates, "and this is the reason why so many matriculants fail to graduate or fail

to graduate in the required time.

"Most white South Africans are biased toward academic education and we've passed on our prejudice to blacks."

The importance of mid-career education was the topic of Professor Grant Schutte, former head of the School of Business Leadership at Unisa, whose paper was read for him in his absence by builder Mr John Barrow of Barrow Construction

"Most organisations spend time and money on the development of middle and top management, but few spend any effort on preparing employees for a career in management," said Professor Schutte

"I believe the mid-career development and training effort should be industry driven and the key players should be industry associations, unions, businesses and employers"

The ultimate objective of such an operation would be to develop a fully skilled person to do a particular job in any enterprise in an industry

Dr Dwight Triegaardt, executive director, Science, Education and Politics (Sep) of the University of the Witwatersrand, said more black youths were entering the school system.

"Unfortunately, on leaving the schools, they are facing a labour market that is unable to absorb them

"The rapid growth of student numbers in the context of limited or reduced resources has led to a very ineffective education system and this system fails to hold its students

"For instance, of all pupils who started their schooling in 1974,

45,9 percent made it to standard five and only 12,2 percent to matric"

Dr Triegaardt pointed out that the skills of South Africa were white and that less than 15 percent of the population accounts for 60 percent of the professional, technical and related occupations, and nearly 95 percent of management

"We are fortunate in this country that there is a racial basis to everything we do and that allows us to quantify the degree of racialism," he said

## UNION PRESSURE

Meanwhile there were figures in the Bifsa annual report before congress delegates concerning the mounting trade union pressure on South African industry generally.

This according to the report has resulted in a 200 percent rise in man days lost within a year, 120 000 in 1988 to 348 000 this year

And while the building industry, one of the country's most labour-intensive sectors, has been relatively free of unrest incidents, more than a quarter of the big loss occurred owing to an unresolved dispute with a large national building materials supplier.

## Share warning

JOHANNESBURG — Negotiations are taking place between Sentrachem and another company, which, if concluded successfully, could effect the price of the company's shares, it has been announced Shareholders should deal in the company's shares cautiously until further notice — Sapa.

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MANPOWER - TRAINING

1990

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179  
31 Dec 1978

## Farm workers are offered training

(179) BENJAMIN COCKRAM

ABOUT 1 200 SA farm labourers will be given the opportunity to take an intensive training course in the application of pesticides this year.

The five-day course has been devised by the Agricultural and Veterinary Chemical Association of SA (Avcasa) in conjunction with Boskop Training Centre, Avcasa executive director Gerry Maritz said in a statement yesterday.

The course will cover handling, transportation, storage and application of farm chemicals, protection from poisoning, emergency action and destruction of empty containers.

A South African Agricultural Union certificate will be presented to those who pass a practical examination at the end of the course.

Maritz said Avcasa would contact selected farmers to arrange venues and dates for trainers' visits.

Farmers would select trainees.

The course will be registered with the Department of Manpower and costs therefore qualify for tax concessions.

# School-leavers' prospects of jobs worse, says expert

B/Da 9/11/90

179

187

SCHOOL-LEAVERS seeking their first jobs this month could be in for a frustrating time

Nedbank chief economist Edward Osborn said yesterday that job prospects were dramatically worse than last year

Osborn said people who lacked skills would have a major problem since employers in both the private and public sector were often reluctant to provide training

Large numbers of people were coming to the labour market without adequate training and would be unable to command an adequate salary

The main source of work was in the manufacturing sector, where very little growth was taking place. Increasing mechanisation — in the mining industry, for instance — was also limiting job opportunities

"Mounting unemployment is exacerbating the political problem, creating instability," he added

ACHMED KARIEM

Industrial relations consultant Andrew Levy said that for many people the chances of finding rewarding work would be slim. Even university graduates would have to settle for jobs they would not normally consider

The lack of skills training was a legacy of the educational system, he said

Chronic unemployment was caused partly by lack of job creation in industry, disinvestment and other political factors, which weakened the economy

## Recruits

Kelly Personnel MD John Dawkins said companies were looking for the "exceptional person" this year

People without skills would be wise to consider some form of tertiary education if possible

OK Bazaars personnel director Keith Hartshorne said although the economy was in a downturn, the company would attempt to take on more young recruits than last year. It usually enrolled 100 management trainees a year

Congress of South African Trade Unions (Cosatu) education secretary Khetsi Leko said the technical skills required in the modern workplace meant that young people without a matric certificate were virtually unemployable. They were also likely to be exploited on the labour market

The education system did not provide the youth with necessary skills and this led to further frustration. "We feel they should be taken back to school," he said

National Education Crisis Committee (NECC) national coordinator Eric Molobi said thousands of black pupils who failed matric last year were in a no-win situation. If they could not find work and were refused re-admission to school, they would become "bored, idle and easy prey to drugs"

# ANC plans training programmes for youths

LUSAKA 5/11/84  
The ANC and Mass Democratic Movement will establish training programmes in and outside SA to upgrade skills and provide alternative futures for unemployed young people, say senior ANC sources here.

The sources expressed concern about the education crisis and the large number of unemployed youths, which they estimated at about two-million.

They said the ANC conducted a skills survey in SA some time ago.

The survey found there was a dearth of skills in areas such as engineering, mining engineering, hi-tech, management and administration.

The programmes would attempt to redress some of those skills imbalances.

Details of the planned programmes were not available.

CHARLENE SMITH

The sources said business should be a microcosm of the kind of society the ANC wanted.

A senior ANC economics official said the ANC envisaged a mixed economy. However, there were different types of mixed economies.

He said the organisation was opposed to privatisation as it eroded the ability to upgrade services and to implement effective wealth redistribution.

Privatisation served those who could afford to buy shares and those who already controlled a substantial chunk of the economy.

"We are taking away one part of a monopoly to serve another monopoly."

"We are talking about huge wealth in the hands of a few, and massive poverty, particu-

larly in rural areas." The ANC, which met Anglo American executives last weekend, said it was compiling an action programme for businessmen.

Areas identified, of agreement and disagreement, included business communities' leverage with government and the fact that they were involved in arms manufacture and the supply of essentials to the police and military.

Whenever there were disagreements with the labour force, the business community called in the police, the senior sources said.

Business paid huge taxes to the government and had taken no position on conscription.

The ANC was also disturbed that businessmen travelled to Lusaka to hold talks with the ANC, but had not done the same with the MDM or Cosatu, the sources said.

# IPM calls for faster training

51/10/90 23 11/90

COMPANIES in SA needed to increase the number and step up the pace of advancement programmes for workers, Institute of Personnel Management president Theo Pegel said in a statement yesterday.

The private sector and particularly human resources managers could play a major role in combating the severe skills shortage in SA.

Pegel outlined a policy for such a programme, reminding IPM members that even if the present education system was reconstructed tomorrow, it would take 10 to 15 years before the results of such a restructuring would be realised.

"In the meantime, the private sector must make do with the present pool of people in the country," he said.

"It is up to each and every one of us as human resources managers to create a culture of education and training in our own organisations," he said.

"This attitude will ensure education and training is stressed at all times on all levels within our organisations," he added.

More black personnel needed to be brought into supervisory levels and into technical positions to assist in the implementation of these programmes.

Training strategies should concentrate on responsibility for self-development by managerial and executive staff, with more direct training being aimed at the lower levels.

EDWARD WEST

Companies should become involved with the education of their future employees in the geographical areas in which they are located.

Pegel stressed that support to schools in the neighbourhood could have a major positive implication.

"Don't try to do it on your own. Form an alliance with similar minded businesses in your locality. As a group you can achieve so much more than trying to do everything alone," he said.

Pegel emphasised the need to focus on vocational training. SA should take a good look at introducing a system similar to the Vocational Education Training system which is used in West Germany.

In Germany, everyone who left school to enter the job market needed to undergo an apprenticeship which applied to more than 400 different trades.

By adopting a similar system, SA could ensure its workforce was far better equipped vocationally.

The IPM has taken the issue of the skills shortage and education system in SA as part of its theme for the 1990's and intended bringing practical ways and means of handling the problem to its 8 000 members during the coming months, said Pegel.

Workforce

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ALAN COWELL ... only half expected to pass

## Students tackle 51 Times 28/11/90 customs course

(179) By Ireen Spicer

THE freight forwarding industry has tackled the problem of its acute shortage of trained personnel

Alan Cowell, executive director of the SA Association of Freight Forwarders (SAAFF), completed writing a 10-month curriculum about customs rules and regulations in time for 321 students to enrol last year.

Mr Cowell, who was given the mandate to compile an in-service training course, has designed the syllabus to form the first year of study. A diploma will be awarded after three years.

Mr Cowell has still to write the second- and third-year courses, but intends to cover all aspects of forwarding management.

"It is a tough, complex course to give existing staff the chance to enhance their career opportunities," says Mr Cowell. He expects only half of the candidates to pass the first year.

"The intention is to discover management potential."

The course has been well received and candidates who complete all three years successfully will be certificated by SAAFF.

# Indians in drive for jobs

**LINKS are being forged between commerce and industry and the Department of Education and Culture in the House of Delegates**

Ministers' Council chairman Jayaram Reddy believes that for the administration's educational and training facilities to be used to best advantage, employment opportunities should be improved for those in need. Education and Culture

Minister Kisten Rajoo has introduced several initiatives to establish closer links with commerce and industry.

He says the main intention of the exercise is to identify employment opportunities for many school-leavers.

"The rising cost of studying and high entrance requirements at post-matric institutions often deny many pupils the benefit of full-time study."

"The close working relationship between schools and places of employment would enable employers to make

valuable input in equipping pupils with the skills that would be essential for success in the world of work."

The department has achieved some success with job placements. For the first time in the history of Indian education, three senior departmental officials have been appointed job placement officers.

Dr Rajoo says discussions are being held with Sasol, Mossgas, Eskom, the Building Industries Federation of SA (Bifsa), the Steel and Engineering Industries Fed-

eration of SA (Seifsa) and Se-cunda.

"The department is talking to entrepreneurs throughout SA to try to alleviate manpower shortages in certain areas and secure the placement of surplus or redundant workers in other employment."

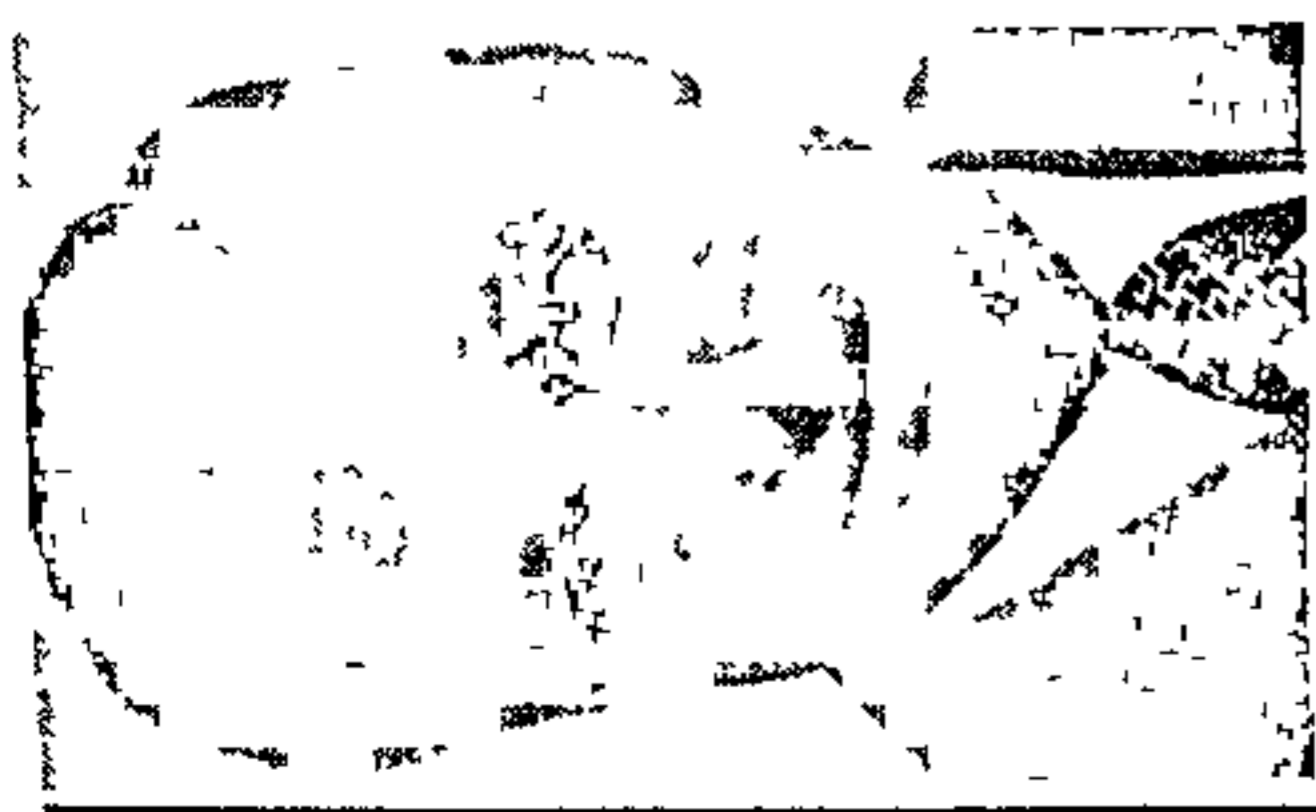
The department introduces prospective employees to employers, provides training for adults after school hours and, in consultation with the Department of Manpower, is embarking on projects to help the unem-

ployed.

The department's community education projects include courses in cultural enrichment, sport and recreation, do-it-yourself, academic, commercial and technical education.

Several short courses have been designed to help the unemployed to acquire skills. Dr Rajoo has decided to establish regional advice centres.

Inquiries are handled by Robin Maharaj. His telephone number is (031) 37-2351.



Jayaram Reddy ... Improved job opportunities

51 Times 4/2/90

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1987-1988



# GO's R280-m Mossgas project nears completion

The roll-up at the end of last month of the final frame on the Mossgas FA jacket, or support structure, which is being erected by Genrec Offshore at Saldanha Bay, has brought major assembly work close to completion.

With only four pile guides and the flotation tanks still to be welded to the structure, work is ahead of schedule and almost 90 percent complete.

The jacket will be loaded on to a barge in September and moved to the oil field off Mossel Bay on October 1.

The R280 million project to build the 14 600-ton structure is one of the largest single contracts undertaken in South Africa.

Components were made using special property Iscor steel in the PWV area, Durban, Port Elizabeth and Britain.

Before the first components arrived on site the workforce, which was 600 at its peak, was engaged in fabricating and erecting more than 5 000 tons of temporary steelwork for the assembly and load-out of the structure.

Genrec Offshore (GO) established its own welding upgrading school on site to qualify experienced welders to the 6GR and other standards necessary for the jacket work.

GO worked closely with the East and West Cape training centres in order to provide maximum opportunity to all available locally qualified workers.

"But it was still necessary to import qualified artisans as the requirements for the total project countrywide exceeded the specific skills which could be provided by local resources," says Mr Ian Colepeper, chief executive, Genrec.

# Dismal picture painted of tertiary engineering training

SME 6/2/90 (179) (S)

Tertiary engineering education has reached a crisis in South Africa and if allowed to continue will lead to deteriorating standards and an inability to meet the growing challenges in a world of high-technology manufacture, says Professor Roy Marcus, vice-president, SA Engineering Association (Savi)

Professor Marcus spoke at a function to award plaques to seven top companies which helped launch the association and are financially supporting it.

They are Gencor Development Trust, Eskom, Volkswagen SA, Iscor, AECI, Malbak and Mercedes Benz

He said "The recent report from the engineering education and training committee paints a dismal picture

"Not only are we behind in terms of the supply of suitably

qualified manpower but the situation in terms of the quality of students wishing to take up engineering as a career is depressing

"We have no real hope of being able to man the new manufacturing facilities. The staffing crisis is serious with universities and technikons have a number of vacancies and being forced to fill posts with inadequately qualified people.

"The situation in maths and science teaching in secondary schools is even more alarming."

There is no national engineering education strategy and, while engineering education falls under the Department of National Education, there is little hope of rectifying the problems.

Again, he says, there is no national industrial strategy on which industry can base any

medium term planning. On top of that, there are strong indications of declining capital investment, while factories were getting older and less competitive

All was not gloom and doom. The engineering profession had a vital role to play in the future and Savi had activated a major thrust in addressing some of the real issues

"Gone are the days when South Africa could afford a fragmented engineering industry, gone are the days when we only talked about professional engineers instead of the whole engineering team, and gone are the days when the role of the engineer was ignored."

Savi is the umbrella body of the South African engineering profession and embraces all the engineering disciplines, representing 13 institutes and associations

# State aid is needed to beat skills crisis

S/Tues 11/2/90

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**SOUTH Africa urgently needs to formulate a national training policy if economic decline is to be avoided, says PE Corporate Services managing director Martin Westcott**

He says SA's problems have been so dominated by political matters that the Government appears to have overlooked the desperate skills crisis facing the country. "This crisis isn't looming. It's been with us for some time and is getting worse

People skills are one of the essential resources needed for economic growth," Mr Westcott believes greater investment by the authorities in education will go a long way towards solving the problem.

The Government supports a large bureaucracy and although proposed Budget cuts — such as for defence — are welcomed, it is to be hoped the money will be redirected into education. Pointing to the high economic growth of Far Eastern economies in the past decade, Mr Westcott says this growth was underpinned by a high

spending on education from the grass-roots level upwards — a tactic SA should adopt. Mr Westcott's warning comes in the wake of the news that of the more than 9 000 first-year applicants to the Pretoria Technikon, only 4 500 were accepted.

## SINS

Part of the reason for their rejection was the lack of facilities at the technikon. Mr Westcott says "There is a critical need for technical people; at all levels, and tens of thousands of applicants

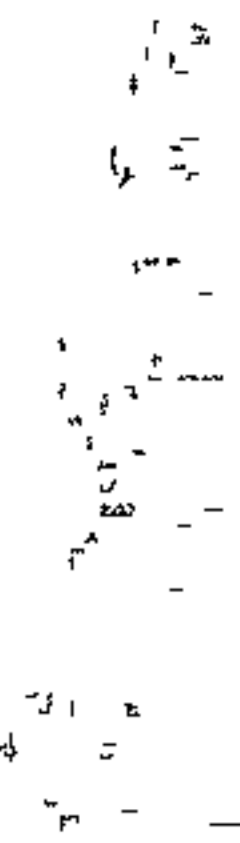
are denied entry. Perhaps this is a case of the sins of the fathers being passed to the sons."

Pretoria Technikon rector Denis van Rensburg says the State has fallen behind in the case of technikon facilities. But he expects a forthcoming report to highlight the backlog and ways to improve it.

Dr Van Rensburg says some Government members are listening to the problems of educationists, but many do not understand them. For example, the subsidy for a student studying nuclear physics is the same

## MARTIN WESTCOTT national policy required

as that for an aspirant clergyman. "This sort of anomaly is detrimental to our education system. We have to defund our manpower needs and subsidise them accordingly."



# Funds needed for training

CAN-7m/2

28/2/90

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## Financial Staff

THE private sector must pump far more money into education and training to ease the drastic shortage of technical, professional and managerial manpower, says the chairman of the SA Board for Personnel Practice, Garry Whyte.

He says in the board's annual report that there has been only limited progress in the education and training fields and a much greater effort will be required in the '90s

"Because training only shows real results in the longer term, we have a mental block about investing money and effort in this activity," Whyte says.

"Since our needs are urgent, we derive little comfort from the prospect of investing now to get a return much later. So we seek quick fixes, the most popular being to entice trained people away for someone else. This is like trying to avoid the unavoidable."

"Our organisations must make a much more significant investment in training — and they must do so now."

Turning to education, Whyte says the trouble is still that "we do not really believe that it is our job."

"The mental block, here, is illustrat-

ed by the frequently heard comment: 'The government messed up the education system, so let them put it right'.

"It may, or may not, be true that the government carries the blame. The argument is a pointless one. Apportioning blame will not make a problem go away."

"Our organisations cannot escape the fact that they have to become involved in education — most particularly, in the education of illiterate adults and in add-on education for those with the talent to advance to higher-level jobs."

"SA's skills shortage in the technical, professional and managerial fields is already apparent. I believe that it could even take on crisis proportions during the '90s."

"Those who think that they can bank on poaching staff from other organisations will find it a sterile policy."

"Likewise, we will not be able to turn to our traditional court of last resort — immigration. The developed countries are themselves facing a serious skills shortage due to population decline."

"Ironically, they might even start luring our best workers away."

8/Day 2/3/90

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## State scheme to train jobless cost R440m

CAPE TOWN — A special programme to train unemployed people had cost the state R440m between 1985 and 1989 and more funds would be provided, Manpower Minister Eli Louw said here yesterday.

Speaking at the opening of an exhibition of manpower training, Louw said provision was being made in legislation before Parliament for a special fund to finance the continuity of the short-term job creation programme and follow-up activities.

The state and private sector would contribute funds for the training programme and the special fund would be managed by

LESLEY LAMBERT

the Manpower Department's director-general and a committee of 10 people, seven of whom would come from the private sector.

Louw said more than a million unemployed people had been taught skills in the training programme between 1985 and 1989 and almost 34% of trainees had been employed afterwards.

An estimated 5 000 had found jobs as instructors, while many more had taken up positions as clerks and labourers. Others had entered the informal sector.

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# SBDC to spend R40m of its grant on job creation

THEO RAWANA

THE Small Business Development Corporation (SBDC) would direct the R60m cash injection from the Budget towards its five-year programme of job creation and erection of buildings in underdeveloped areas, GM development services Sonny Tarr said yesterday. (179)

Tarr said R40m would go towards the Programme Funds set up for job creation projects and R20m would be allocated to the Pioneer Project Fund, used for erecting buildings in underdeveloped areas. (R33A)

Using a growth base of 20% a year, the SBDC projected in November last year that R196,6m would be needed for job creation funds over a period of five years.

One of the job creation projects was the Support Fund, established to help businesses out of financial trouble. "Since March 1985 this fund has granted 2 035 loans worth R92,2m and created 41 600 job opportunities," Tarr said.

The Small Builders' Bridging Fund for small builders had given 5 058 loans to date worth R105,1m, creating 86 000 jobs. *1613190*

The Entrepreneur Training and Development Fund had done much to improve the skills of new entrepreneurs in industrial areas like Pennyville in Johannesburg and Wádeville near Benoni.

"The R20m allocated to the Pioneer Fund will be used for the erection of buildings and much-needed infrastructure in underdeveloped areas. These are high-risk, low-yield areas that could not be financed through normal financial programmes," said Tarr. He said the fund would grant mini-loans "to provide simple and fast finance up to R5 000 for very small developing businesses".

# Threat to Mossgas training

By Ian Smith (179) Fund (SAFCTF) 18/3/90

AN ambitious training programme to provide thousands of skilled workers for the Mossel Bay oil-from-gas venture and other big contracts is in danger of collapse — because of a shortage of cash.

Mossgas has so far provided the up-front funding for the SA Fabrication and Construction Training Trust

But its contribution, which is already about to overrun the company's original budget of R37.5-million, will dry up at the end of May.

"Approaches to the Government through the Manpower and Finance Departments have not been successful," says SAFCTF and Constructional Engineering Association (CEA)

executive director Rene Schmetz

The fund was set up two years ago as a joint venture between the CEA and the SA Federation of Civil Engineering Contractors, initially to provide basic skills for the Mossgas project.

Since then more than 6 700 people have been trained for mechanical, electrical, instrumentation and civil engineering jobs.

"The main aim was to make South Africa more self-reliant in vital skills and to cut drastically the need to import expensive foreign labour for major projects."

Originally it was hoped that the Department of Manpower would match the Mossgas cash contribution to give a total budget for the scheme of R75-million. But

this fell victim to the Government's spending cuts. At the same time big employers who were expected to contribute to the fund through a levy by-passed the scheme.

"Some major companies seem to prefer to import foreign labour, which is a short-term solution and almost always leads to an escalation of project costs."

Mossgas is contributing another R11.5m, taking its total funding to R42.5-million, to keep the scheme operating until the end of May.

Mr Schmetz is trying to raise money to ensure the training of another 1 200 people by the end of the year.

He says that if the money is not found there will be another influx of 850 expatriates to complete the Mossel Bay contracts.

Some employers believe that trainees taken on after May will not be ready to work on the project.

"But we believe there will

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# Du Plessis sends Manpower Dept budget soaring by 50%

THE Manpower Department last week saw its budgeted expenditure grow by 50% — an increase greater than that granted to any other government department in Finance Minister Barend du Plessis's March 14 Budget

However, director-general Joel Fourie said most of the extra R112m allocated this year was for functions previously carried out by other departments

State subsidies to employers for in-service training has been cut substantially.

Fourie said the department was to receive R31m to be used for cash grants to stimulate in-service training. This amount was in lieu of a budgeted R110m in tax concessions granted to employers for this purpose, and effectively represented a saving in government expenditure of R79m

Fourie said in spite of recognition of the economy's need for better-trained

B/109. 22/3/90

ALAN FINE

manpower, government and the private sector agreed such training was largely the responsibility of the private sector.

The smaller amount available would be used in a more focused manner — targeted mostly on technical training.

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Decided

The department would also administer an amount of R66m earmarked for job creation programmes

These programmes had previously been carried out by various departments — including Foreign Affairs and Local Government. It had now been decided by an inter-departmental committee they should be co-ordinated by the Manpower Department

A further R16,4m included in the department's budget for the first time was

for contributions to state pension funds on behalf of employees of the department, Fourie said.

This payment was previously made by the Department of Health and Population Development for all government employees.

From this year, each government department will pay these contributions on behalf of its employees

This new bookkeeping system explains why a R2bn amount allocated to the Health Department has now "disappeared", but it has also made much more complex comparisons between the 1990/1 Budget and that of the previous year.

One area where the Manpower Department does intend to increase expenditure is in the Industrial Court, Fourie said. It has budgeted an additional R800 000 for the employment of part-time court members to partially relieve the existing over-worked bench.



## Sowetan Business

# Board to train estate agents

By JOSHUA RABOROKO

BLACK estate agents and builders are daily losing contracts worth thousands of rands in black townships to white competitors.

This was revealed in a study of the black housing market conducted for the Estate Agents Board by Dr A Oosthuizen of Market Research Africa.

The study was to establish to what extent a secondary black housing market already existed and how fast this market would grow as a result of efforts by Government, the private sector and others to stimulate home ownership in the townships

The study cited the lack of formal business training as one of the main reasons why blacks lost out to whites, was that they had not received formal training in business practices in the area they operate in. This was

a disadvantage particularly when they had to fight for contracts by tendering to organisations.

Because of this report the Estate Agents Board has committed itself to train black estate agents.

### Training

Following the completion of the study, the board had formed a steering committee under the chairmanship of board member and housing expert Mr Boet van Staden, to identify issues, initiate a national educational and training programme for black estate agents and to persuade Government to introduce an educational programme for black consumers.

The committee consists of representatives of the Development Bank, the Urban Foundation, the National Association of Home Builders, the South African Housing Trust and financial institutions. A spokesman for the

board confirmed the plan and said they would consult with black builders and estate agents about implementing the massive programme.

The president of African Builders Association, Mr Joas Mogale, said that as blacks were still new in business at a contractual level, they were being exploited. He said: "We have to change this by fighting for what is ours and also ensure that we upgrade ourselves."

### Left out

According to Mogale black builders are the key to change and development. They could improve themselves by initiating, directing and coordinating development programmes

However, Mogale said, when the survey was conducted blacks were not consulted and as a result it would be difficult for them to participate in the programme.

He was supported by the secretary of the United Builders Association, Mr Kenneth Cele, who said they felt left out when major decisions were taken on the critical housing shortage.

"There is a need to come up with new strategies to meet the housing situation that involves blacks - not just as consumers, but also as builders, contractors, developers," Cele said.

Mogale said that blacks had a key role to play in solving the housing crisis and they should not be "mere actors" while the white contractors enjoyed the greater slice of the cake.

African Builders Association president Joas Mogale.



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# Private sector must aid training

STimes 25/3/90

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THE Government's announcement of more funds to upgrade education and training must be supplemented by the private sector

SA Board for Personnel Practice chairman Garry Whyte says the private sector must pump far more money into education and training to enable SA to resolve the drastic lack of technical, professional and managerial manpower. He says in the profession's regulating

body's annual report that there has been only limited progress in the education and training fields and a bigger effort will be needed in the 90s

## BLOCKAGE

"Because training only shows real results in the long term, we have a mental blockage about investing money and effort in this activity

"Since our needs are urgent, we derive little comfort from the prospect of investing now to get a return much later. So we seek quick fixes, the most popular being to educate trained people away from someone else. This is like trying to avoid the unavoidable."

Looking at education, Mr Whyte says the trouble is still that businessmen do not really believe it is their job to provide financial assistance in this field

The mental block here, he says, is illustrated by the frequently heard comment that the Government messed up the education system, so let them put it right

## BLAME

"It may, or may not, be true that the Government carries the blame. The argument is a pointless one. Apportioning blame will not make a problem go away."

"SA organisations cannot escape the fact that they have to become more involved in education. Most particularly, in the education of illiterate adults and in additional education for those with the talent to advance to higher level jobs."

Mr Whyte says SA's skills shortage in the technical, professional and managerial fields is already very apparent. He believes it could take on crisis proportions during the 1990s



## Filling the skills gap

It doesn't take a computer to figure out that with blacks making up three-quarters of the population and the white-dominated computer industry in the throes of a severe skills shortage, the industry must tap into the vast black work force (171) ~~(171)~~

The industry has taken some steps — overhauling aptitude tests, providing beefed-up training — but has met with limited success. Well over 90% of the 35 000 people employed in the industry are white. And the sector continues to be one of the hardest hit by the shortage of skilled staff.

The shortfall not only hinders the productivity of many computer installations, it also dramatically fuels costs. Employers have grown accustomed to high salary demands and frequent resignations from their computer personnel. *FIMail 1314/90*

Nearly one out of every four people employed in the computer industry changed jobs in the year to last July, according to a study last year conducted by P-E Corporate Services. Turnover was even higher among specialists such as data base analysts, systems analysts and analyst programmers.

The study, which surveyed 6 901 people employed at 385 companies, found that for every 100 technical programmers hired dur-

45



**Training for the computer revolution**

ing that year, there were vacancies for another 30. There were also substantial shortfalls in data processing analysts (27%), systems analysts and analyst programmers (26%), and applications programmers (23%).

SA is not unique in its chronic shortage of skilled computer staff. But the situation has been aggravated over the last few years by the high level of emigration, minimal immigration and insufficient training. Not enough whites have been coming out of universities, technikons and technical colleges to meet the industry's fast-growing demand.

To help plug the gap, Zakhemi Computing started the country's first full-time computer

*FIM 1314/90*

programming school for blacks in January. Zakhemi — Zulu for "build yourself" — was formed by a group of nine black computer programmers and analysts in 1986. A non-profit organisation, it provides free part-time preparatory training for students who are unable to secure a place at full-time computer schools such as Van Zyl & Pritchard and Compuskills.

The new school, located in central Johannesburg, prepares stu-

dents for the stringent Computer Users Council examination. It will also help Zakhemi become financially self-sufficient. The organisation has had to rely on private sector donations to run its loss-making preparatory courses and to set up the school.

So far, 80 students have progressed from the Zakhemi courses through recognised computer schools and into jobs as computer programmers, according to the organisation's chairman, Alex Mzizi. Of these, 45 have passed the council's examination.

He estimates that more than 1 500 students have been exposed to the computer industry by attending Zakhemi's seven-week

course

Mzizi says Zakhemi, in line with other computer schools, will charge employers a placement fee for each successful student. The first batch of 30 students will write the council examination next month. Mzizi believes Zakhemi will be able to place up to 60 students a year. By next year it should be self-funding, he says, and some of the funds will be used to offset the costs of running the preparatory courses. The courses will now provide the school with a regular intake of students.

Mzizi, project manager at Insurance Information Systems, says a bigger problem than training and placing students is changing the attitudes of some of the employers. While senior management is often committed to hiring blacks, he says, line management is sometimes less enthusiastic. "While some people used to question the ability of blacks to become computer programmers, they now raise doubts about whether they will be able to integrate with their white staff."

He says this is a problem that must be tackled by employers. "We can't train people to integrate."

~~(171)~~ ~~(171)~~ ~~(171)~~ (179)

# 'Huge sums' go to retrain graduates

CML Times 17/4/90  
179

By MARIUS BOSCH

SOUTH AFRICA'S education system is "out of touch" with the needs of the business community — and is producing employees who can't think for themselves, according to a Cape Chamber of Commerce survey.

This results in huge amounts having to be spent on the retraining of new employees, adding to low productivity.

The survey was conducted late last year among 379 members of the chamber by the manpower committee of the chamber.

According to the survey, the inability of students to think for themselves, lack of common sense, immaturity and inability to "cope" was ascribed to a "prescriptive educational system" that did not encourage free-thinking and initiative.

The survey found that many of the subjects taught at school did not have much use in the business environment and respondents suggested that more emphasis should be placed on subjects like computer science, accountancy and communication.

The Minister of Education and Training, Dr Stoffel van der Merwe, said his department was trying to make education more career- and technically orientated rather than

academically orientated.

This could be seen, he added, in the growing number of technical schools (for blacks).

Other findings in the survey were:

- Most employers employed those with experience and preferred not to employ people straight from school, universities or technikons.

- Spelling and grammar in both official languages were appalling and respondents expressed a lot of concern in this area.

- Lack of practical experience and unrealistic wage expectations weighed heavily against school leavers and graduates.

Many of the respondents also felt that the 17 education departments in South Africa should be reduced to one single department which would provide equal education for all races.

The chief executive officer of the Committee of University Principals, Professor J W Grobbelaar, said yesterday that the body had been "urging for a single department" for universities for a considerable time and that the CUP agreed wholeheartedly with equal education for all races.

Dr Van der Merwe said that one education department, the department of National Education, already existed.

Equal education opportunities was government's goal but funds had been short in recent years.

NIXDORF Computer is to extend its consultancy services to its user base and foreign companies in SA

The developer of the organisational and management development consultancy services is Nixdorf human resources manager Brett Botha

Mr Botha says it is unusual for SA-developed systems to be tested and implemented internationally before being marketed here. The reason for the move is the rapid development of Nixdorf subsidiaries in the Pacific region

Mr Botha says the services to be offered recognise a significant drawback in many human resource and development programmes

"A major flaw in many programmes is that they apply disparate concepts

# Nixdorf consultancy service comes home

5/Tues 22/4/90

179  
which have little cohesion. For example, many black advancement programmes have been tackled in the wrong way

"The emphasis has been almost entirely on technical skills development with little regard for the behavioural skills which are essential in applying technical skills or knowledge in a commercially competitive environment"

Nixdorf organisational behaviour control systems tend to have a common bases and are interlinked, making the system more effective and manageable

Mr Botha says Nixdorf consultancy services aim to help organisations to analyse problems or opportunities and to propose and assist in implementing controls to manage the solution

"Initially, we will provide consultancy directed at organisational behaviour through analysis of team effectiveness and team-building strategies

"Analysis of internal organisational perceptions will highlight differences in perception between management and the employee force and provide strategies to eliminate gaps"

Other controls include effective performance evaluation systems, skills acquisition planning and incentive schemes for management, sales and non-sales employees

Mr Botha says Nixdorf is also able to provide expertise in other areas of business management, such as manufacturing and finance, by virtue of its experience in giving customers a turnkey solution

Most of the Nixdorf management control systems have been successfully applied at the company's subsidiaries in the Far East and Australia

NUM to send  
100 abroad  
for training

Star 24/9/90.

Labour Reporter

About 100 black mine-workers are to begin technical and managerial studies abroad this year in terms of a scheme initiated by the National Union of Mineworkers.

The scheme aimed to equip blacks for a post-apartheid economy, NUM general secretary Mr Cyril Ramaphosa told a press conference yesterday.

Financing would be provided by unions from such countries as Sweden, Canada, the United Kingdom and Zimbabwe.

Mr Ramaphosa said that in this year's wage talks, the NUM would demand that the mining industry reciprocate by sending 250 black miners for managerial and technical studies at local universities.

# The hidden bolts of any business

**WOMAN**

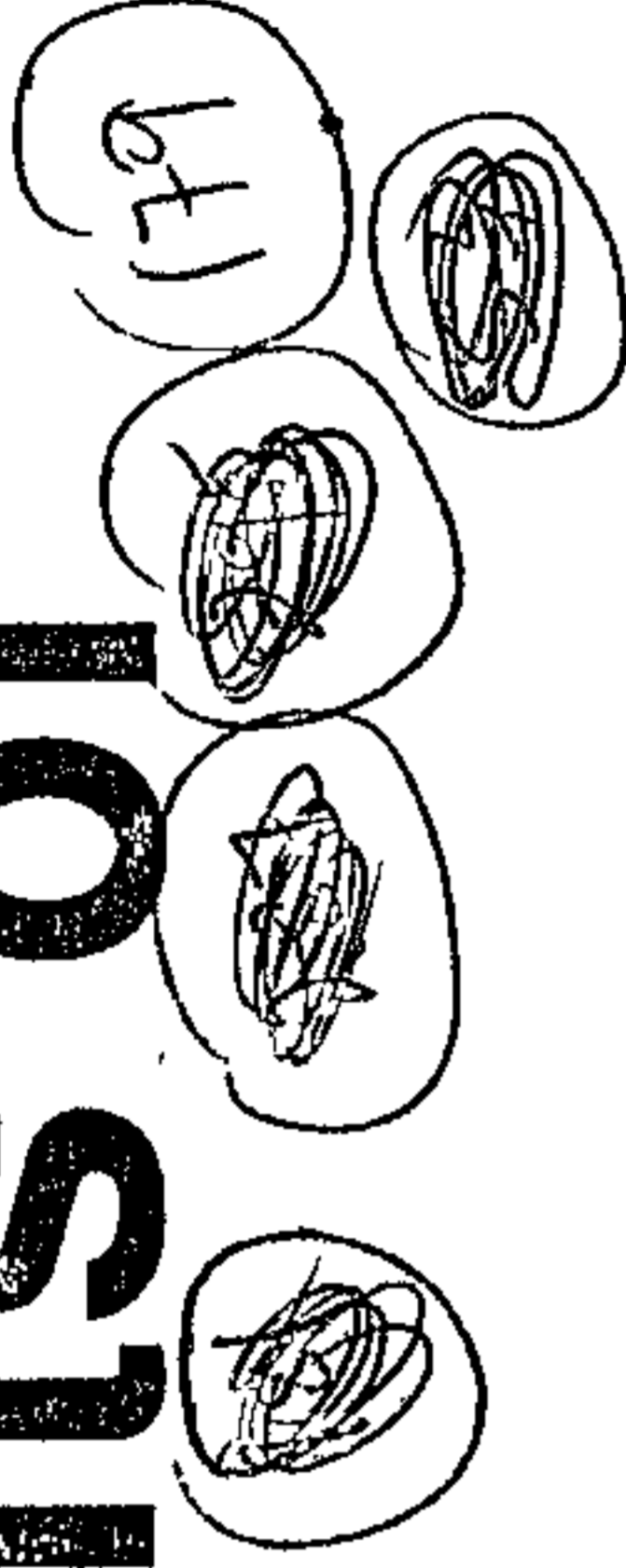
dents would allow a teacher to proceed with the lecture even when they do not understand. They would not say so either because they have difficulty articulating their problem in English or they are not confident.

"If you cannot relate to them, their problems will probably go undetected and a whole class of black secretaries would leave the course having understood very little of what was taught."

## Registration

People had to be very careful when choosing training institutions, she said. They should check the quality of training, the courses offered, material supplied and the ratio of students to the lecture equipment available in a class.

She said compulsory registration of commercial colleges and the appointment of a monitoring body could improve the quality of training for blacks.



**"Most secretarial students would allow a teacher to proceed with the lecture even when they do not understand. They would not say so either because they have difficulty articulating their problem in English or they are not confident."**

interest by lecturers in the trainees as individuals. The language problem, she said, was taken as a natural handicap which could not be helped.

"There are things peculiar to blacks that only a black person can understand," she said. "Experience has taught me that most stu-

quality of training offered by some colleges was superficial.

"The training is just basic and does not provide background information," Makwetla said.

## Language

"Some fly-by-night colleges take it for granted that secretaries do not need to know the techniques of computers, for example. Trainees are simply shown how to insert a disk into a computer, which keys to press and are then told to write down what appears on the screen. There is no way a person who is computer illiterate can be taught this way."

Compounding sketchy tutoring and other inefficiencies in the training of black secretaries, said Makwetla, was the lack of



**Social worker Malkolo Motumi.**

an atmosphere which exposed them to the corporate world at an early age enabled white secretaries to be more efficient and confident in their jobs. Angie Makwetla, director of a Johannesburg-based commercial college, conceded that the

## Black secretaries air their concerns

By SIZAKELE KOOMA

RELIABILITY, efficiency and loyalty were among a list of non-technical skills secretaries were told they should possess by speakers at the launch of a black secretaries' forum in Johannesburg. Secretaries were encouraged by the speakers, among them social worker Malkolo Motumi and secretary Shirley Mamphur, to "take challenges in their jobs with zest" and be "visible" in order to be noticed and have their contributions acknowledged.

The message in the motivational talk was an ground and growing up in

The advantage of a good educational background and growing up in

# Industry's problem is lack of skills

Star 27/4/90

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The shortage of skills is a problem which seems to beset all industries in South Africa, and ceramics is no exception.

Cullinan Refractories chief executive Mr Ed Harbuz says there is a shortage of skills worldwide in the refractories industry.

Mr Harbuz says. "The raw materials we use are dug from the earth and either modified or used in the raw state. We control the process which produces the end product and various industries use the products under a variety of conditions slowly destroying the product and returning it to the earth.

"Producing our products requires a complex range of skills and while there are BSc degrees in subjects such as physics and chemistry, there is none in refractories

"This means we have to take a graduate with a basic degree in one of the sciences and train them in the range of different disciplines required to function in our industry.

"It takes about three years for the graduates to build up the necessary pool of experience and become productive.

"The refractories industry is a challenging career with lots of research and development involved

"This would suggest that there is little trouble attracting the right people to the industry. However, in the past the industry has kept a low profile and people have not known about the opportunities

"This will have to change as I estimate there is a need for hundreds of graduates. Joining the industry is not something they are likely to regret, most of the people stay with it throughout their lives."

Johnson Tiles managing director Mr Keith Dixon says there is a very small pool of skills available in South Africa.

This survey was written and compiled by Charles Louis.

"Skilled ceramic technicians are like hens' teeth. Even fitters and turners who are used to working with ceramics are rare.

"We have picked up a number of the people we needed from the UK and we are always on the look out for people from overseas.

"The company also has a training programme to upgrade the skills of our black staff

"This has proved successful and we now have a number of skilled people such as fitters who have been developed in-house," he says.

Ferro Industrial Products group divisional manager Mr George Duncan says the shortage of qualified ceramic personnel has only really developed as a major problem in recent times.

"In the past, glaze manufacturers were able to import skills from the UK or Europe. Recently it has become more difficult to recruit staff from the overseas market

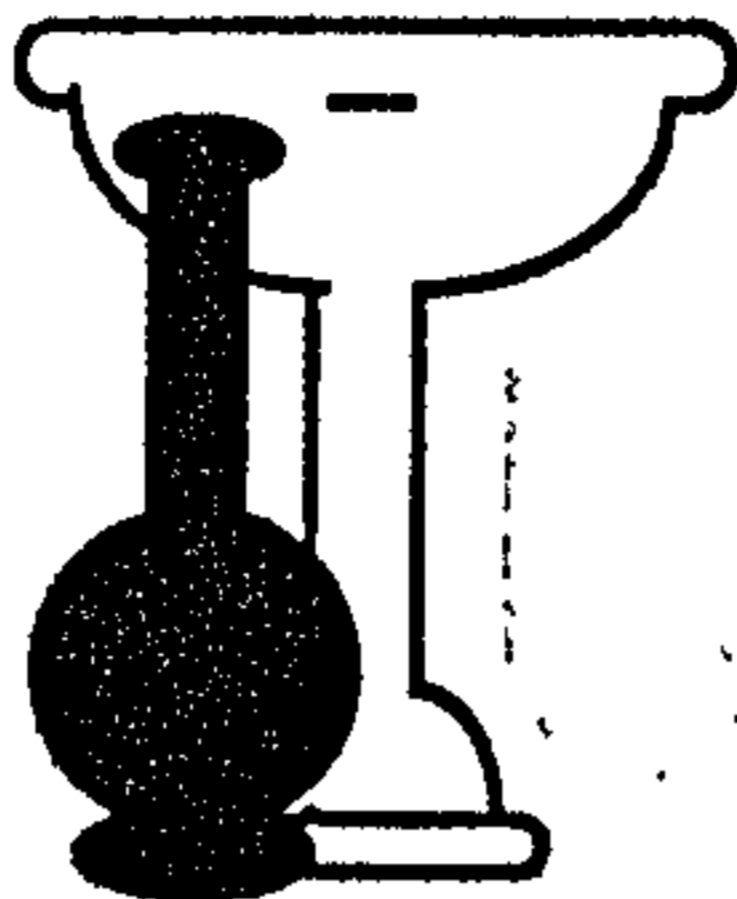
"However, the Pretoria Technikon has, for some time, been trying to bridge the gap by offering a three-year ceramics course," says Mr Duncan.

Continental China Holdings group managing director Mr Bill Paverd says one of the problems behind the shortage of necessary skills is the diversified nature of the industry.

"It is made up of a number of small sectors each with different skills demands

"Consequently there is not a very large skilled and trained labour pool, both at operational and managerial levels," says Mr Paverd.





Star 27/4/90  
**Ceramics**

*(Handwritten scribble)* *(179)*  
**A Star survey**

## Diverse sectors call on ceramic services

The ceramics industry cannot be considered as a single consolidated industry but must be regarded as being made up of about 13 different industries.

Coming together under the ceramics banner are: abrasives, cements, clay bricks, glass, heavy clay, pottery, porcelain, porcelain enamels, refractories, sanitaryware, tableware, tiles and whiteware.

Much of the raw material is obtained in South Africa and the ceramic industry serves clients as diverse as the building sector, Eskom and housewives.

Those sectors of the industry supplying the building industry, such as cement and sanitaryware, have been hit by falling demand for that industry's products.

Others, such as refractories, are back on a path of steady growth after a fall in demand from the steel industry.

Sectors such as porcelain, in its electrical applications, has had to change products to fit new technologies.

Industries catering for the consumer markets have had to compete with strong overseas competition and adapt to changing fashions.

Skills are in short supply across the board and the industry believes that the low profile it has kept in the past has resulted in it failing to attract the graduates it needs.

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## Technikon leads in training

The South African ceramic industry was forced to rely almost entirely on imported skills until the Pretoria Technikon established a three-year course in ceramics.

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The technikon has a ceramic laboratory which is available to students, and graduates in the diploma course are proving popular on the job market.

The first woman student to take the diploma was Mrs Liz Delaporte who tackled the course in ceramic technology along with five men.

Today she lives in Verwoerdburg with her husband, Pierre, and their nine dogs and three cats.

She is employed as Cullinan Brick's quality assurance officer and spends her days travelling between the company's three plants in Boksburg, Clayville and Midrand.

Another aspect of her job is running the laboratory and the mainly male staff has no trouble, she says, accepting her authority.

Cullinan has received the SABS seal of approval for the products produced at its Boksburg and Clayville plants

to the best

Star 4/5/90

# Looking past the profits

The South African industrial and commercial "machine", made up of everyone from the housewife to the smallest informal business unit to the largest conglomerate, generates what may broadly be described as the "wealth" of the nation

That wealth comprises a wide spectrum of "outputs" — from child development and education to various products and services, from salaries and wages to social enrichment and responsibility programmes; and from personal fulfilment to the profits, measured in money, available for distribution to the shareholders

As a consequence of our heritage and our circumstance, we as a business community are infatuated with only one component of that wealth output, namely bottom line profit

That infatuation is primarily attributable to the concentrated structure of the South African economy and the consequential control exercised by the portfolio managers of the large institutional investors

Those fund managers carry no responsibility for any component of wealth output apart from the monetary return on the administered portfolio measured in the very short time frame. They have no interest in whether the industry in which they have invested is labour or capital intensive, offers fulfilling or unfulfilling work opportunities or sells products and services which enrich or impoverish society

In short, the nature, amount and distribution of the total wealth output is of no concern, only the amount of short-term profit is

It is a truism that you only get what you measure and, even more importantly, what you reward. Since it is only short-term profits which are measured, and consequently rewarded, the overwhelming concern of the professional managers of the formal sector of the economy is the maximisation of that short-term profit, again without any real concern as to whether

## Generating economic justice for democracy

Ways must be found to look past profit at wealth generation and distribution, writes **BOB TUCKER**, managing director of The Perm division of NedPerm Bank.

"wealth" is generated and fairly distributed in the process or not.

Regrettably, in my view, the attention of the fiscus has likewise been diverted away from the nature, or "mix", of wealth-generating activities towards the quantification of bottom line profits and the application of the fiscus' share of those profits on public expenditure

In fact, since the mid-1970s there has been a consistent trend away from tax incentives which influence the nature and direction of economic activity, even though such incentives have the advantage of only being accessible by businesses which are profitable in the first place

Consequently, no one who has the power to do so is prepared to influence the mix and distribution of wealth, and yet large sections of the population are sorely deprived. It is hardly surprising, therefore, that their spokesmen should stake an immediate claim to that asset which would give them capacity both to exert that influence and to appropriate the profit flow which they have been induced, by our behaviour, to believe is the only component of any real value

The potential tragedy of nationalisation (primarily because it severely inhibits individual freedom and the freedom to be enterprising) is obvious from recent history. But then an alternative mechanism for "redistributing wealth" or, in my

terms, generating a different "mix" and distribution of wealth outputs, must be offered

Merely running a string of expenditure side programmes and projects would amount to "paternalistic fish feeding" and would be unlikely to do much towards equipping the people with fishing rods or with the knowledge to use them

If an appeal to the "social conscience" of managers is anathema to our business ethic, if government is not prepared to influence the wealth and distribution mix by way of tax incentives, and if expenditure side programmes amount to paternalistic "fish feeding", it would seem that the only real option is to apply the money which the government and others are now making available in a catalytic way to mobilise the very considerable wealth-generating potential which does exist

A recent visit to a squatter camp, for example, revealed the ability of 5 000 families to establish that many homes in a matter of weeks. What would happen if that resource could be matched with the capacity of their employers, pension funds, the building material suppliers, small contractors and the financial institutions, all of whom are looking for an opportunity to do good business?

And what catalytic action is necessary to bring about the effective interaction of those resources? There are many similar examples

in all fields of human endeavour

The first task would be to identify the most urgent needs of the affected communities

Historically, we have tended to sit in our ivory towers and have determined those needs for the people concerned. If, however, that identification is undertaken with them, the potential for integrated and synergistic co-operation is significantly enhanced

Having identified the needs, all the resources, ranging from the finances, skills and human energy of the community itself to the capacity of all other sectors of the economy which could be directed towards the satisfaction of those needs, would have to be evaluated. Obviously if those resources were interacting effectively in generating the optimum range of wealth outputs, the community need would have been satisfied in the first place — but there must be some inhibiting factors

Depending on how severe they are, it is those inhibiting factors which have to be removed by the application of an appropriate catalyst. For example, in the Urban Foundation/Mortgage Lenders Low Cost Housing initiative, the inhibiting factors were an unquantifiable risk and the cost of capital. By establishing a loan guarantee fund with R20 million and access to fixed cost capital, the financial institutions were willing to give undertakings of finance running into billions of rands

I have no doubt that in similar ways a huge amount of energy could be liberated and considerable additional wealth generated and distributed much more fairly among the communities of South Africa. If such a programme were pursued with sufficient vigour and resources, optimists such as I might even contemplate the eventual establishment of a free economic system which generates the economic justice appropriate to a non-racial democracy

# A training strategy for SA

(179)



Allan Pittendrigh is known as the "doyen of SA's technikons." He received the Institute of Management Consultants' Man of the Year award in February.

Nine years after the event, SA's education system has still not responded to the basic thinking of the De Lange report, particularly with regard to career education. It remains totally biased towards academically orientated education, designed to lead to the university sector. In this respect, it still disregards the needs of at least 80% of all school pupils.

As the De Lange report did not carry the teaching profession, itself a product of the academically orientated system, along with it, it was doomed to fail.

The result is that today we are still saddled with an educational system unsuited for the country's needs, a system which stultifies creative ability and entrepreneurial thinking, does nothing for the development of the informal and small business sectors (vital to our survival), does not provide the labour force with a trainable base and does not even succeed in providing the majority of the population with basic literacy in one of the two commercial languages.

For example, in KwaZulu it was found that 50% of the population had not been educated beyond standard four, while 70% had not attained standard eight.

Last November, representatives from the FCI, Assocom, the AHI, Chamber of Mines and Seifsa met with most of SA's 15 ministers and directors-general of education for a one-day seminar to discuss training and education. It was clear to all that SA's education

system does not satisfy the needs of organised commerce and industry, consumers of the system's "end product."

Ironically, this had been clear to all, except possibly the teachers, ever since the troubled times of the late-Seventies and early-Eighties when school unrest and the dissatisfaction of the teaching profession boiled over. More than 200 people from all walks of life gave of their time, energy and expertise to compile the 1981 De Lange report on the Provision of Education in SA, which led to the publication of a White Paper.

Today, there is an understandable tendency to say that after the De Lange report nothing changed, except that subsequent constitutional developments brought about a multiplicity of "own affairs" education departments. Nevertheless, the incorporation of the report's 11 principles of education into the National Policy for General Affairs Act, of 1984, was an important development.

These principles state that the provision of education should take into account SA's economic development and manpower needs, that organised industry should have a shared responsibility, choice and voice in the provision of education and that the private sector and the State should share responsibility for non-formal education.

Government honoured its intentions with the creation of new structures. Expenditure on black education was increased, while interesting innovations in career education for black pupils were introduced.

But, as we failed to recognise the teacher in the classroom as the most powerful instrument to change the system — or resist it — the De Lange report failed to give SA's education a career focus.

Unlike education, *training* is not answerable to a number of ministries as it takes place under the Department of Manpower, industry training boards and individual employers. And, in compiling recent training

reports, we took industry and the training profession along with us. The result? Change is taking place at an accelerated pace in training in SA.

The artisan training system, under the wing of the new industry training boards, is now undergoing a total overhaul. Various industries have set up their own training boards, planned new systems and are running ahead of enabling legislation. The changes involve the devolution of control from a highly centralised system falling under the Registrar of Manpower Training to a system of accreditation of industry training boards — in fact the privatisation of training control.

Each training board will take decisions and plan training according to the perceived needs of its own industry. And present tax concessions for training will be phased out in favour of a system of cash grants to accredited training boards.

Nevertheless, there is still a real need for concerted action and planning in training. A further investigation is now looking at a *National Training Strategy for SA*. Planned for completion by November, it visualises creating a voluntary partnership, the technical training partnership or TTP, consisting of government, organised industry, individual employers and the trade unions.

The TTP will be in a position to frame and update, on a regular basis, an overall training strategy for SA, including identification of priority areas. But each industry will still be free to formulate its own national strategy, within which the individual employer will function.

This would allow maximum co-operation between industries and more effective use of the limited physical and manpower training facilities in southern Africa. The result should be a healthy and expanding economy and full employment for all sectors of the community.

# SOWETAN BUSINESS Business for traders course for traders

By MOKGADI PELA

THOUSANDS of black entrepreneurs in the informal sector will benefit from a pending project aimed at improving their economic performance

"One-Up Business Training," unofficially known as Township MBA, will offer training to people in business practice. Nothing will be taken for granted

(179) Modules

The programme consists of modules covering all aspects of informal sector business management, starting at the most basic level, according to its director, Mr Tony Davenport. Market investment, purchasing, costing, merchandising, capital requirements and management of weekly cash flow and stock control, are all covered.

"Particularly useful is a one-page book-

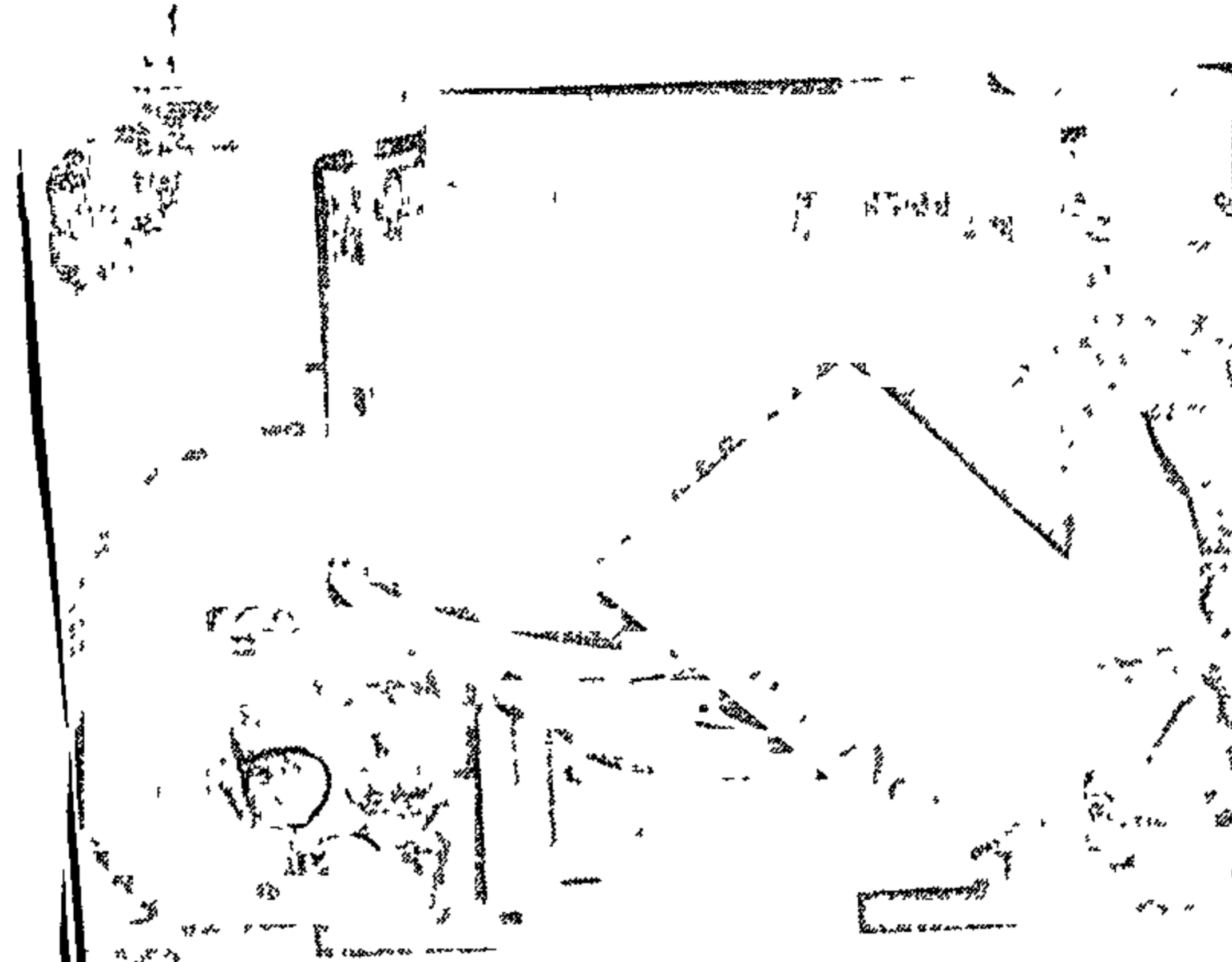
keeping system which has been described as brilliantly simple," said chief executive officer of MBA, Mr Kenneth Mqgqamqo.

Davenport said training would be available to anyone interested. The carefully evaluated venture, he said, had been tailored to meet the needs of trainees "who come from a severely disadvantaged background" *Sowetan* 15/90

## Correspondence

In conjunction with the Small Business Development Corporation and Get Ahead Foundation, hundreds of people have completed the programme in Cape Town, where it originated. Their businesses have improved greatly, Mqgqamqo said.

Davenport said they were considering making the course available through correspondence. Township MBA should be launched before June. The course will extend for 40 hours and certificates would be issued to successful candidates.



MBA chief executive Mr Kenneth Mqgqamqo.

# Faire's Career Centre reaches up to 25 000

Having got off to a good start at last year's Computer Faire, the Career Centre is well on its way to doubling its bookings for this year's show at the National Exhibition Centre, Crown Mines, from May 16 to 19.

The centre provides a vehicle for potential work seekers in the computer industry and allows people to window-shop without obligation, says Computer Faire Co-ordinator Alice Goldman.

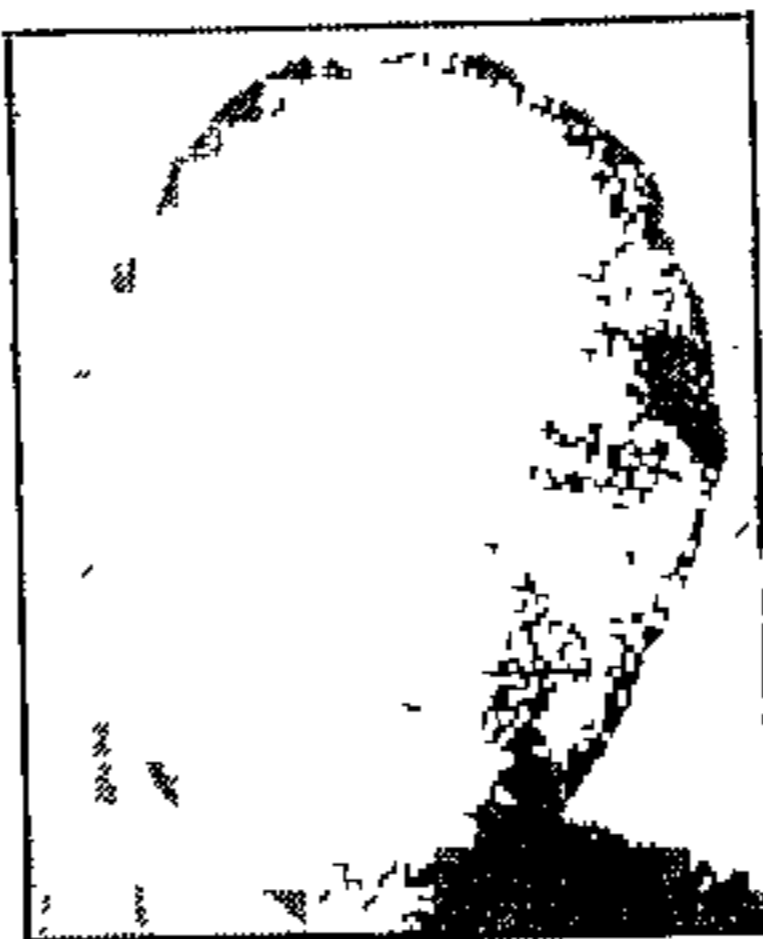
Personnel agencies, training consultants and large computer users see the centre as the ideal forum for reaching up to 5 000 people who are interested in computers and who are expected to visit the show.

## QUALIFIED

Mackie Glasser, chairman, Computer Faire, says "The power of Computer Faire as a vehicle for the Career Centre is that it attracts qualified visitors who are interested in some aspect of career prospecting, whether from an employee or employer perspective."

Having a strong presence at the centre this year are SA Breweries, Standard Bank, First National, Liberty Life, Old Mutual, CG Smith Sugar and the SABC, who will discuss the many opportunities available in their organisations or potential newcomers.

Edriën Smitl, systems manager, information



Mackie Glasser

services division, SAB, says his company believes the centre will provide important exposure.

"The people we are hoping to talk to are going to be there anyway. That is why we see the Career Centre as the ideal meeting place for reaching potential employees."

This will be Old Mutual's second year at the centre. Last year was worth it over and over again, says Suzette Turner, senior computer manpower specialist.

"Having paved the way by talking to recruitment companies beforehand last year, we arranged several interviews in advance. As a result, we employed quite a few people at management level."

"We have a number of vacancies in Cape Town. Our division employs more than 900 who work with leading edge technology."

This year, Old Mutual is looking specifically for programmers with three

years' experience or more, team leaders and analyst programmers.

The company runs a DP bursary scheme. Previously, it took only university students but is now prepared to take technikon students.

Piet van der Vyver, systems personnel manager, Sanlam, says the Career Centre helped his company establish that it had not been as competitive as it thought. Since last year's show, it had made drastic changes in salary structures and believes it is now totally competitive in the Cape Town market.

## EMPLOYS 220

It employs 220 in its systems development department and trains about 60 a year in entry level programming. It has several openings in PC and mainframe areas.

"We are looking for people with computer science degrees, people with PC skills and those with fourth-generation skills," says Mr van der Vyver.

Bob Allan-Reynolds, personnel manager, CG Smith Sugar, says. "Recruitment fees are unbelievable. The cost for a system analyst or analyst programmer, for example, is R5 000 to R8 000."

"If we can recruit one person in this category at the Career Centre, it will almost cover our costs; if we recruit two we will make a profit."

(179) (175) (170) (171) (172)

# Protec drive for black technical skill pays off

S/Times 6/5/90

By Dirk Tiemann

OF every 10 000 black children who start school, only 1 300 reach matriculation, 27 achieve a university entrance pass and only one gets an exemption in mathematics and science

By the year 2000, 90% of SA pupils will be black, but statistics indicate a low pass rate and unmarketable qualifications among school leavers

A total of 78% of pupils fall under the Department of Education and Training (DET)

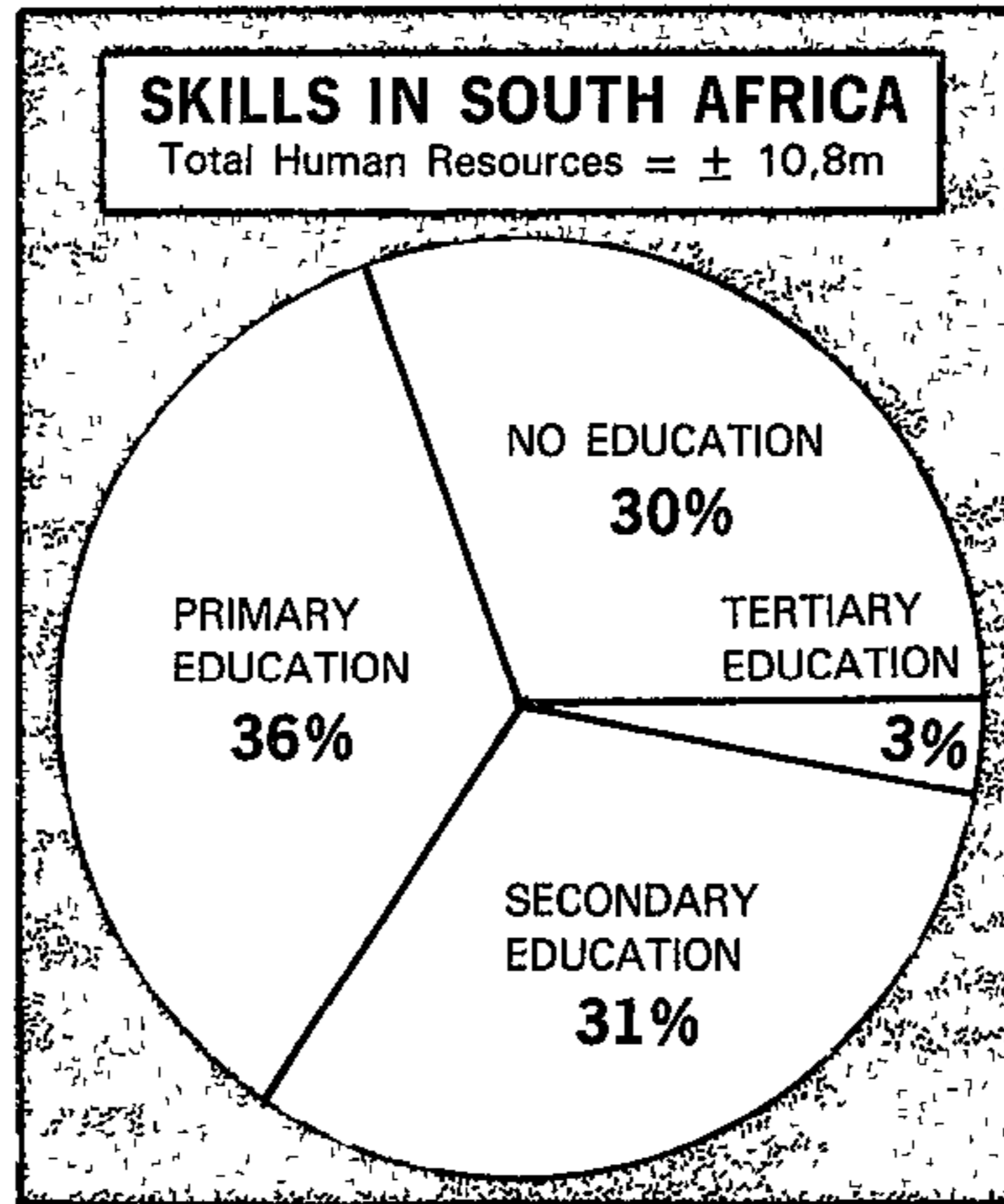
## Morale

Protec national director David Kramer says overcrowding in schools and a teacher-pupil ratio of 140 make the task of qualified tutors difficult

Protec promotes training in technical skills. Its objective is to help pupils studying mathematics and science to take up technological careers

Mr Kramer says more than 16% of teachers employed by the DET do not have appropriate qualifications and 90% are underqualified

"Morale among the teachers and pupils is low and in Soweto 10% of teachers regularly miss classes. The immediate future looks bleak as



politically motivated disruptions increase

"Last year's results were worse than in the past, but should be seen as the harvest of black education in the Eighties"

Technical education declined in 1989, 18 000 (9%) in a total of 196 000 DET matriculation pupils choosing mathematics and 24 000 (12%) science. The respective percentages for 1988 were 32% and 17%

Of those taking both mathematics and science, it is unlikely that more than 4 500

passed. This means that 2,3% of black matriculants qualify for tertiary technological education

## Concern

James Mulder, of the University of Natal, says "The technikon-university enrolment ratio is further cause for concern because 267 000 students are enrolled at SA's 21 universities, while only 60 000 are at the 13 technikons. This ratio should be the inverse of what it is now"

The crisis has far-reaching

effects on the economy, 30% of the workforce having no education, 36% only primary schooling, while 3% have tertiary education

Former Manpower Minister Pietie du Plessis estimates the shortage of technical skills by the year 2000 at 200 000. The Institute of Race Relations foresees an overall skills shortage of 500 000

Mr Kramer says "New apprenticeships declined by 45% between 1982 and 1988. The supply of engineers will be half that demanded by 1991 and CSIR's Professor Louw Alberts forecasts a further 20% decline in science and engineering students by the end of the century"

## Regional

The Protec programme is run on regional lines, being introduced to children in Standard 8. It lasts from three to seven years and requires the involvement of employers, educational institutes, parents and pupils

Protec has 15 branches, most of them on the Witwatersrand. Of the 625 matriculation pupils involved in Protec, 476 have passed. That is a pass rate of 96%. A 47% exemption rate was achieved compared with a national average of 10%

The mathematics and science exemption rate achieved by Protec pupils was 32% compared with a national average of 0,4%

Protec started with 67 students under its wing in 1982 and expanded to 5 019 in 1990

## Plan should ease manpower crisis

Vereeniging Bureau

In view of South Africa's serious shortage of top-level manpower, Potchefstroom University has decided to make an active contribution by entering into a unique partnership with a variety of technological companies.

Details of the partnership, to be known as Puktech, were announced yesterday evening at the University's Vaal Triangle campus in Vanderbijlpark by the rector, Professor Carols Reineke

The aim was to counteract South Africa's need to import knowledge and technology at high costs because of the manpower shortage, Professor Reineke said



# Staffing strategy resists piracy

ISCOR, as part of its attempt to be a socially responsible corporate citizen, is one of the largest trainers of skilled manpower in the country

Says manpower planning and development manager Piet Grobler. "Our staffing strategy is to

provide for our own needs in professional and skilled categories of labour — artisans, technicians and engineers

"SA's national pool of technical skills is too small for industry's needs. We provide our own so as not to draw from that pool. We

are trying to be a good citizen by not pirating"

IsCOR employs 3 300 apprentices, more than 10% of all the apprentices in SA and more than half the apprentices in the steel and engineering sector.

"This makes us one of the biggest, if not the big-

gest, corporate trainers in SA," he says.

IsCOR also has close to 400 bursary holders studying at technikons and an equal number doing the prescribed practical training — a total of 800 technicians in training for their national diploma

The corporation also finances the university studies of 650 people, including student engineers, geologists, computer scientists and accountants.

Grobler says IsCOR has not achieved the right "racial mix" of trainees, but is trying to do something about it.

About 400 of IsCOR's apprentices are black (including coloured and Indian). With engineers, the proportion is even smaller, with less than 20 black bursary holders

## Standards

"IsCOR began awarding bursaries to blacks more than 15 years ago, but with little success, mainly because educational standards — especially in maths and science — were poor," says Grobler.

"So we got involved with organisations such as Protec, which provides supplementary education to black students to upgrade the mathematical and scientific abilities

"We also sponsor black pupils at a number of private schools, financially support the Science Education Project for upgrading the skills of teachers. We are trying to help create a market of suitable candidates for training in the skills IsCOR needs," Grobler says

said, had been distributed munity for six weeks before said Mr Pyne-James.

# Medical summit plans 'ideal' health care system

Star 30/5/90  
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By Carina le Grange

An "ideal" vision comprising a comprehensive health care system for South Africa has been drawn up by delegates to the Magaliesburg Summit on Academic Medicine.

The three-day summit, organised by the Medical Association of South Africa, ends today.

## Just and fair

Delegates resolved that the ideal is an "affordable, non-racial, comprehensive, effective, unitary health system to which all have the right of equitable access".

This system would be characterised by the allocation of health resources to each level of

the health system, determined by "just and fair" criteria which must be accountable to the community and subject to audit and peer review.

It must have management systems promoting sound decision-making at all levels, with decentralised responsibility and authority, and with the private and public health sectors co-operating in providing health services subject to appropriate regulation.

Providers of health services in this system must be appropriately trained, supported and rewarded and "academic centres of excellence are an essential component of the health system".

The new health system is to

be involved in, and encourage, other socio-economic measures to improve the health status of all. Delegates said health education and health services encourage and enhance individual and community participation.

## Doctors

In a statement, Masa reiterated that the standard of health care is determined by the training of doctors

"Academic medicine is therefore of critical importance for the provision of health care

"The training of the providers of health care cannot take place in isolation, but forms an integral part of South Africa's health system," the statement said.

# Car chief sees huge need for black managers

Finance Staff

The training and advancement of blacks in the motor industry is not the responsibility of large companies only

The issue concerns everybody in business, says Brian McCarthy, chairman of the R3 million-turnover McCarthy motor group

"Within 10 years an additional 200 000 managerial jobs will need to be filled

"Based on the projected numbers, there will be only 40 000 whites qualified to fill those positions," he says

Speaking at a dealers' conference last week, he said the longer-term outlook for the motor industry was encouraging.

"At the moment, however, the industry is going through thin times — in line with the downward phase in the economy.

"This is illustrated by the fact that new car sales last month were the lowest for any April since 1986 — and we thought times were bad even then."

He said the McCarthy group was showing its confidence in the longer-term growth of the motor industry by pressing ahead with its R30 million nationwide expansion and modernisation programme

"We budgeted for a difficult 1990 and have thus had no surprises

"What is gratifying, however, is that McCarthy group has continued to increase its share of the country's new vehicle market in spite of the difficult trading conditions that have prevailed," he said

# SBDC plans Sandton centre

THE SBDC, finding it difficult to cope with the demand for entrepreneurial training, is planning to establish a training centre in the Sandton area

SBDC training manager Kenneth Fisher said yesterday the corporation was in the process of buying a site near Alexandra, and expected to start operating in February

"The SBDC, which has seen more than 4 000 small business trainees becoming entrepreneurs over the last three years, has met with so much demand it has decided to expand its training services," said Fisher

"In the new centre we expect to produce between 5 000 and 6 000 students.

"And, bearing in mind that about 60% of the people who take up our courses complete them, and 40% of these become entrepreneurs, we feel we will be going some way towards coping," Fisher added

Fisher said the Linbro training centre was close to Alexandra Township, with

THEO RAWANA

easy access to Pretoria and the East Rand

He said SA lagged far behind the rest of the world in the proportion of entrepreneurs it had

"Less than 5% of the economically active population of SA become entrepreneurs, while the world

average is between 10% and 12% (179) (180)

"In the US between 14% and 15% of the economically active population are entrepreneurs," he added

The SBDC was providing training in all the major centres in SA, with emphasis on the neglected areas where the need was greatest, he said

# SA can't afford cuts in manpower training

S/Times 10/6/70

EMPLOYERS should not try to cut costs in a recession by limiting the intake of apprentices, says Brian Angus, executive director of the Steel and Engineering Industries Federation of South Africa (Seifsa)

The number of new apprentices in the metal industry increased from 2 665 in 1988 to 4 030 in 1989

But Mr Angus is worried that the number this year could be less than last year's

"The current slowdown in the economy presents cause for concern. In these times employers often look to cut costs in the training area. This is highly undesirable and I urge them to give training the priority it deserves"

One of the reasons behind the increase in new apprentices was the transfer of

By ADRIAN HERSCH

training administration from the government to the respective industries, as set out in the Manpower Training Amendment Act

## Stimulate

"The explanations to employers about the transfer of administration had a spin-off in that employers also became aware of the importance of addressing the shortage of skilled labour.

"I imagine that the same occurred in other industries"

But only 10% of SA's manpower receives technical training. Experts believe it should be as high as 75% to stimulate growth and employment

Figures from Central Statistical Services (CSS) indicate that 1 449 000 people were employed in manufacturing in December 1980

By January 1990 there had been only a slight increase, the number having risen to 1 470 400

Manpower Minister Eli Louw says the indenturing of apprentices reached a high of 14 500 in 1982. From then on there was a consistent decrease, falling to 7 900 in 1988

But a new attitude developed, and in 1989 the figure rose to 9 900

Mr Louw was speaking at an apprentice award-giving function in Sandton

A lack of vocationally oriented education posed a major problem, he said

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**SOWETAN BUSINESS**

# Training of accountants in SA vital - Rasethaba

Sowetan  
14/6/90  
179

**SELLO Rasethaba** of Seshogo in the Northern Transvaal will shortly be returning to South Africa from Britain with a PhD degree in computerised information technology with specific regard to accountancy.

Rasethaba (32) is studying at the University of Hull and is in South Africa for three months to do field work research.

**Routine**

Rasethaba, who is also president of the Association of Business Studies Students in the United Kingdom, said the use of computers in accounting has resulted in improvements to the quantity and quality of accounting information.

"This is causing a shift in the manner in which accountants have traditionally performed their work. More time is spent on scrutinising information rather than preparing it

"The routine work that an accountant used

to perform is now being done by the computer

"The research objectives are to determine the extent to which accountants are involved in the use of information technology (IT) and test the hypothesis that accountants, in their use of IT, are not well placed to be involved in the formulation of IT strategy

"The research will also establish whether there are other managerial classes involved in the formulation of IT strategy and test the accountants' vision of IT strategy is limited to the automation of tasks and learning how best to use IT," he said.

**Interviews**

Rasethaba said his research was justified because the use of computers affected the conduct of certain activities

"The study will be descriptive rather than prescriptive. The re-

search will also include on-site interviews with accountants of organisations which were more advanced than the general state of the art with respect to the use of IT," he said.

Rasethaba, who is based at the accounts department of Times Media Limited, said his fieldwork is sponsored by IBM-France while his accommodation and lodging are covered by the Commonwealth Nassau Fellowship

ISM paid the costs of his trip to and from South Africa.

Before leaving for the UK, Rasethaba spent two years at the University of the North. He worked for Lebowa Transport between 1977 and 1979 and in 1980, he joined the Azanian People's Organisation as an organiser.

A few years later, he studied towards his BA Accounting degree at the University of Northem Iowa in America

In 1987, he was employed by Dupont

and Company in Wilmington, Delaware, and in 1988, he worked for Hodgson Impey, a chartered accountants institution.

He received a scholarship to study further at the University of Hull

**Remedied**

Rasethaba said he was concerned that there were not many black accountants and managers trained in South Africa and he would like this situation to be remedied.

"There is some commitment from some companies towards the training of black accountants. But this is largely in theory and not in practice.

"The accountancy profession in South Africa effectively excludes the black majority.

"This situation carries with it great dangers for the future healthy development of our country. Actions taken by the accountancy profession in South Africa to facilitate the training of black

accountants, should be encouraged.

"But in addition there should be increased pressure for the deregulation of the profession.

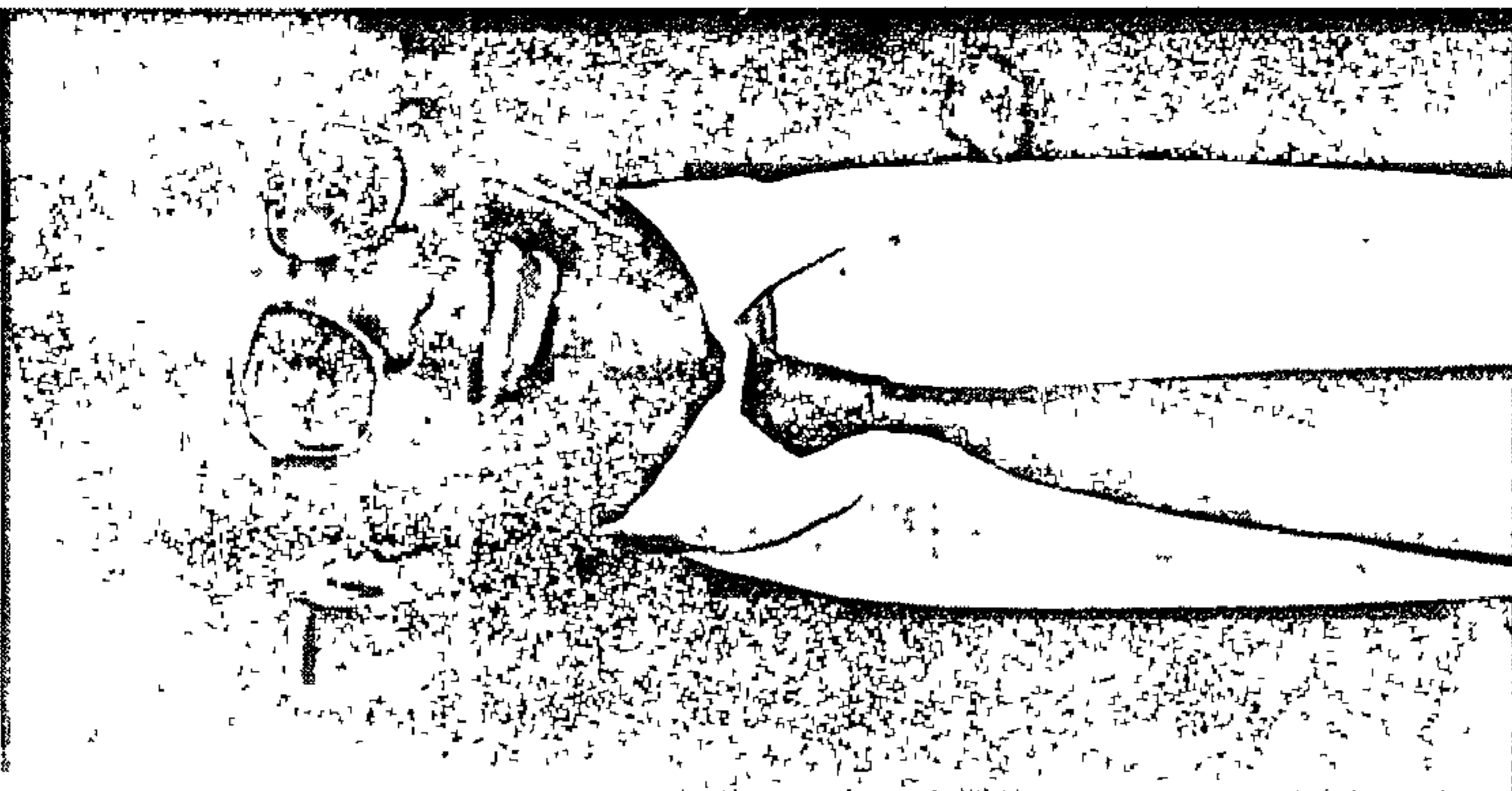
"This will help get rid of the present exclusivism. The profession should be independent and self-regulating.

"In my opinion this will result in the establishment of more accounting professional organisations which will enable aspirant accountants to choose from the various levels and different approaches to accountancy, as is the case in the UK

"The importance of accountancy and other skills should not be underestimated.

**Training**

"Most countries have realised this fact and are sending an increasing number of their nationals to the UK and USA for training as accounting technicians, auditors and management accountants and local and national government accountants



**Sello Rasethaba**

"At the University of Hull, we have students from the People's Republic of China, Egypt, Ethiopia, Saudi Arabia and other countries

"The activities of the Association of Black Accountants of

South Africa should therefore be encouraged since Abasa seeks to develop a cadre of committed accounting professionals, managers and public administrators who are also committed to work towards our liberation."

# Setting the stage for a transfer of wealth

**W**ALKING down a garbage strewn street this week, a colleague of illiberal bent remarked sarcastically. "Well, there you have it — the new South Africa!" No doubt he meant to convey the irrational belief held by many such people that the "new" South Africa will go the same way as the many squalid countries to the north of us where standards of public hygiene are dismal

But, in fact, Cape Town's municipal strike does have within it an important element of the new South Africa

It is, after all, a process for the redistribution of wealth, a means whereby wealth is caused to flow from one group of citizens — in this case, the ratepayers of Cape Town — to another group, in this case thousands of municipal workers who are comparatively far less affluent.

So far the transfer has not been consummated in the case of the municipal strike, but there can be no denying the fact that the comparatively wealthier citizens of South Africa, predominantly whites, are going to be under relentless pressure to relinquish more and more of their wealth to the comparatively poorer citizens who are not generally white

That was heralded loudly yesterday when the major union federations, led by Cosatu, threatened a national upheaval — a country-wide strike, a campaign against constitutional negotiations, et al — if the government failed to introduce a radically changed Labour Relations Act during the current session of Parliament

## Specifics

This is strong-arm tactics the likes of which the country has not seen before — a confrontational "do as I say, or else." demand from the unions on a matter of crucial importance to most South Africans for it will in large measure determine the rate and dimensions of the redistribution of wealth in both the private and public sectors, and the manner in which that change will take place

At issue is the existing labour law which specifies what constitutes an unfair labour practice (on the part of the unions) — and itemises such things as sympathy strikes, wildcat strikes, intimidation, boycotts and discrimination.

The unions want the specifics replaced by wording which, labour experts suggest, probably would leave it to the courts to decide on an ad hoc basis what constitutes an unfair labour practice

There is much to commend the Cosatu position, just as there is much to support the demands of Cape Town's municipal workers. There is a persuasive argument to support the claim that existing labour law skews power in favour of the bosses and the bureaucrats and that more judicial arbitration is needed. And the incomes of some of Cape Town's municipal workers are indeed a disgrace.

## Squatters

But the merits of these arguments aside, it is the long-term political and economic implications of what is happening that is more important, for we are witnessing the laying of the economic foundations of the new South Africa — and for the whites the experience is not going to be pleasant, or even-handed, or necessarily restricted to the area of labour relations.



ISSUES

Hugh  
Robertson

ALBUS  
21/6/70

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For instance, at almost the same time as pressure was being put on the Cape Town City Council, property owners in the Hout Bay and Fish Hoek areas had to face up to another aspect of wealth redistribution when the decision was made to settle squatters in these areas, cheek by jowl with those who fear that the wealth bound up in their homes will be diminished as a result.

## Experimental

Granting permanency of residence to squatters does not immediately improve the economic lot of these people, but if the precedent set in black townships across the country is followed, there is every likelihood that sooner or later squatters, too, will be offered freehold title and that in the meanwhile some white-owned properties will be rendered less valuable as less attractive squatter communities develop nearby

(Experimental freehold ownership to squatters in parts of Chile has resulted in a steady improvement of squatter dwellings and access by the desperately poor to capital (since their properties can be hocked) and a commensurate explosion of informal sector businesses and jobs.)

In other areas, too, the redistribution of wealth is taking place haphazardly and often with bitter resistance. For instance, this week the president of the Chamber of Mines, Mr Kennedy Maxwell, noted in his annual report that in the past decade more than 6 000 posts held by whites in the mining industry were transferred to people of other races

## Ruffling

One need only look at the political complexion of most white mining constituencies, among them Welkom, to know how ruffling the change has been for some whites

Also, white parents will be painfully aware of the steady rise in school fees — several increases at white Cape Town schools were announced yesterday — a phenomenon which has flowed from the government's decision to spend significantly more on black education

While all this might be a drop in the ocean compared with what has still to be done, it illustrates an important fact — that even before the advent of a "new" South Africa, even before the socialist thinkers in the ANC can attempt to introduce measures here which have failed everywhere else, potent natural forces have come into play to redistribute wealth

## Examples

A few examples cited by Mr Maxwell this week illustrate the scope which lies ahead for this "natural" process of redistribution

□ South Africa has 23 000 artisans in training, while the economy right now needs 100 000.

□ In Australia some 800 000 students are in technical training, but in South Africa, with twice the population, there are only 60 000

The final words of wisdom are Mr Maxwell's, and I believe they go to the very core of the issue. "Ultimately prosperity must depend on human rather than mineral resources, and I think it is no exaggeration to say that our future constitutes a race between education and disaster"

# University helps students to select right career paths

B/Com 25/6/90-



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WITS University offers students advice on a range of careers in commerce, from accountants to actuaries to statisticians or economists.

Faculty of commerce assistant registrar Sandra Benn says most of the students in the faculty intend becoming chartered accountants

The faculty offers two undergraduate degrees in accountancy, a Bachelor of Economic Science and a BCom with three branches

A student can read a general Bachelor of Commerce degree (BCom) on a full or part-time basis. Full-time study takes a minimum of three years, although Benn says most students take four years. Part-time study takes a minimum of four years.

Of the 14 courses prescribed for the degree, 11 are compulsory. The minimum matriculation requirement for a BCom is 40% in English higher grade, first or second language, and 40% in maths higher grade or 60% at standard grade.

The second option is the BCom legal group. This takes a minimum of three years to complete and the entrance requirements are the same as for a BCom general. Some of the courses are compulsory.

Students who take this course usually go on to an LLB afterwards, which takes a further two years full-time postgraduate study.

It appeals to those who wish to study corporate or company law.

## Consulting

Benn says a few of these students go on after the LLB to study the second part of the Bachelor of Accountancy degree, which makes them highly qualified since they are then qualified in both law and accounting fields.

"They do well in companies where there is a consulting division, such as Arthur Andersen or Price Waterhouse," she says.

The third option is the BCom Accounting degree at undergraduate level. This is also a three-year minimum degree but all

the courses are prescribed and the entrance requirements are stricter than for the other two degrees. A student must have a D symbol for matric maths higher grade in order to qualify.

"That tends to put students off a bit," Benn says.

The BComAcc was designed in conjunction with the Public Accountants and Auditors Board education committee to satisfy their requirements.

The BComAcc at undergraduate level is also called Part I of the degree of Bachelor of Accounting.

Part II of this degree can be taken by BCom graduates who satisfy the requirements of Part I. Part II takes two years of part-time or one year full-time study.

Benn says some of the BCom general students use this as a way into the BComAcc.

If a student performs well in the first year and achieves at least 55% in Accounting I he can be considered for admission to the accounting branch of the BCom.

The faculty requires its

commerce students to take one humanities course as part of the degree so that students can demonstrate their ability to express themselves and write a reasonable essay.

The faculty also offers the degree of Bachelor of Economic Science, which studies economics and its related subjects in more depth than at BCom level. After graduation the student can qualify for further study in economics or actuarial science.

## Limit

"We admit 1 000 first-year students every year, most of whom do a general BCom. There is a limit of about 300 students for BComAcc and 150 for BCom Legal.

"There is a very high failure rate, especially at first year. There are several reasons. At first-year level, students are often overwhelmed by the large numbers in the class and even the tutorials are quite big, which intimidates them from asking questions or saying they don't understand."



# Training to serve the economy

THE direction of accountancy in a future SA should not be to provide more highly qualified chartered accountants but to provide more people educated in accounting to serve the economy, says Institute of Accounting Technicians (IAT) executive director Bill Shellard.

The accounting course offered by the institute is designed to combine academic and practical training while trainees gain business experience

The IAT qualification, the National Diploma in Accounting, can be done through part-time study at

one of several technikons (179)  
Wits Technikon, Technikon RSA, M L Sultan and Mangosuthu in Natal and the Peninsula Technikon in the Cape

The three-year diploma requires a university entrance matric, but mathematics is not an essential requirement as long as the matriculant has accounting at Std 10 level

The syllabus includes financial accounting I, II and III, taxation, law, basic auditing principles, business economics and economics

Business communication is an important element in

the course, taken in the first and third years

Shellard says the course is the brainchild of the SA Institute of Chartered Accountants (SAICA) which devised the syllabus about 10 years ago. IAT has strong links with SAICA, although it is independent.

After qualifying, an accounting technician can fill the position of assistant accountant or higher in a small to medium-sized firm and is qualified to be an accounting adviser to closed corporations

Around 5% of the institute's full members are black and around 30% of students are black.

## Careers in accountancy

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# Clear communication is a vital quality

OBJECTIVE thought is the most important requirement for a chartered secretary or business administrator, says the SA Institute of Chartered Secretaries and Administrators (CIS).

Other qualities the institute highlights in its booklet, Information for Students, are numeracy and literacy.

"There is a critical need for clear and direct communication internally and externally at various lev-

els, from board directors to customers, bankers and brokers to shareholders and taxation and other government officials," the institute says.

A chartered business administrator can choose between working in a company or a private practice acting as consultant to small or medium-sized businesses in plan-

ning, organising, controlling and submitting financial returns at year end.

Administrators can either stay in general management or specialise.

"It is the business administrator's responsibility to ensure the company is legally constituted, economically viable and properly organised for maximum

productivity," the institute says.

There is no upper age limit for entry and the minimum age requirement is 16. The CIS qualification can be achieved with a national certificate or matriculation exemption. The institute says many students have tertiary education, often a general BCom degree, but this is not ne-

cessary. The CIS qualification can be read in three years full-time or part-time study or through a correspondence course. The syllabus covers commercial law, communications, management information systems, financial accounting and cost accounting. It is offered through technikon or correspondence colleges.

The course is recognised internationally.

In order to qualify as a member of the CIS, an applicant must have passed all the CIS exams, be at least 21 and have practical experience in an organisation — usually at least six years experience but there are special cases.

To become a Fellow of the institute, an applicant must be at least 25, have served eight years in an organisation and have held a senior position.

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# Commerce degree provides a broad range of versatility

FACULTIES of commerce at universities around the country have the largest number of students

Every year, hundreds of commerce graduates are thrown on the job market and sucked up by the accountancy firms, who look for more the following year

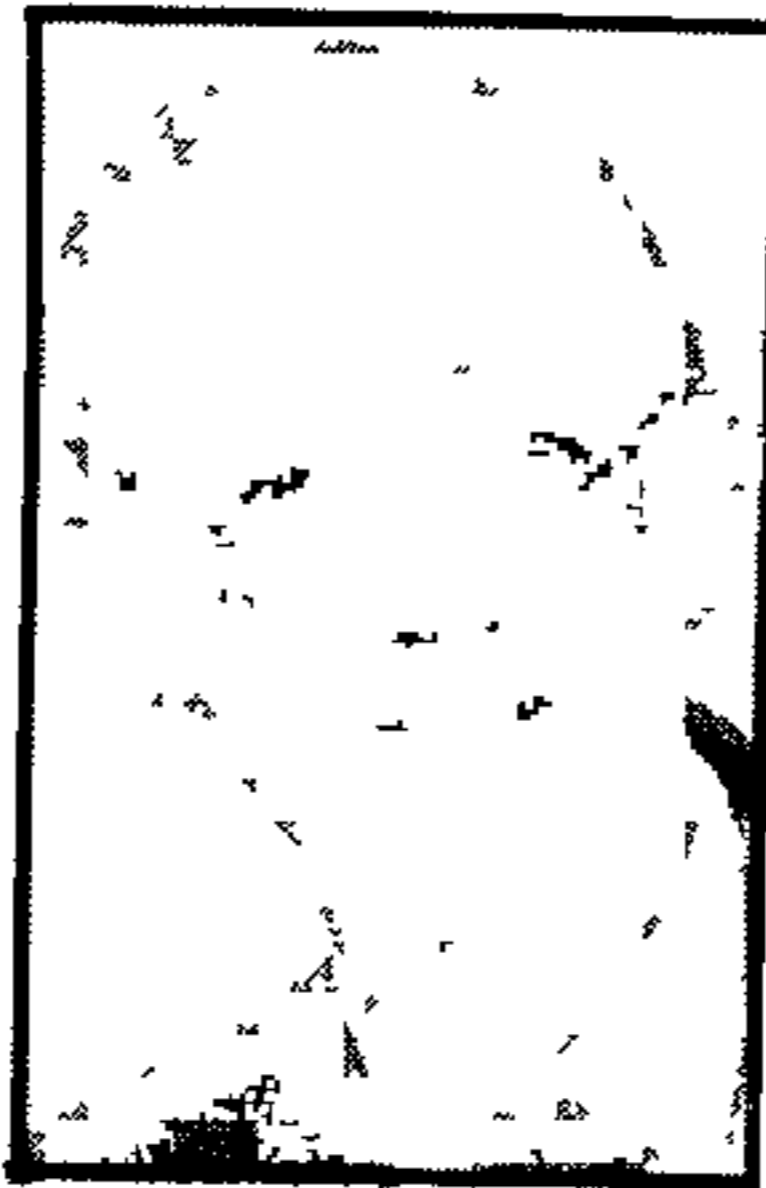
The demand for commerce graduates rests on one main factor — the enormous versatility of the Bachelor of Commerce degree for a career in business

As business grows, the demand for people with a business background and aptitude also grows

The accountancy firms train large numbers of accountants and lose them to commerce and industry because of the rewards the private sector has to offer

Another reason for the demand for graduates is the constant trickle overseas. Accountants are in demand internationally and SA has a good name in the profession

The two most common career paths for a qualified accountant are to stay in public practice, aspiring to a partnership in a firm, or



CHRIS AITKEN

to move into commerce and industry, either as a financial manager or in general management

Accountancy firms have been changing in recent years. They are determined to shake off the "little grey man" image.

Eden Trust executive director Chris Aitken says TV is full of glamorous doctors and lawyers, but accountants don't feature

The stereotype of an auditor, in particular, is a man who checks the books of a company. The reality is that, firstly, it is as likely to be a woman as a man and, secondly, far from just checking the books, the

auditor offers advice on how the client can run his business profitably

Accountants use the concept of "added value" to describe the services they offer their clients. They bring expertise in a range of fields as well as a specific knowledge of the client's business to help him solve his financial problems

A qualified accountant can specialise in any field he prefers

Recruitment partners say they do not necessarily hunt for the students at the top of the class — although these are, naturally, much sought after

But academic ability has to be supplemented by a strong personality and the ability to get along in business

## Integrity

The qualities demanded of an accountant are not only technical expertise, but integrity and the ability to communicate with clients

After achieving a BCom degree, the trainee accountant works for about three years before writing the qualifying examination (QE) set by the Public Accountants and Auditors Board

Alternatively, the graduate with a Bachelor of Accountancy degree writes the QE in the year after he graduates and can then begin his career as a chartered accountant

An accountant who stays in public practice progresses from manager to partner in a firm, while the accountant who opts for a career in commerce and industry can do anything from starting his own business to joining management in a large corporation

## Rewards

Either way, the financial rewards are great. A qualified accountant in his or her mid-twenties can earn around R80 000 a year

Other options are part-time study towards the national diploma in accounting or membership in the Chartered Institute of Secretaries

A third choice at university level is to take a degree in actuarial science, which has a greater mathematical component than other commerce degrees, followed by an average of seven years part-time study towards an actuarial qualification

# Looking after the men of business

**KESEL** Feinstein Horwath's philosophy of being an entrepreneurial accounting practice differs a little from what other firms offer the trainee accountant.

Human resources and audit partner Clifford Amoils says "We are auditors to businessmen rather than corporations"

"We are people-oriented on the client side and in our staff we look for people with a sense of responsibility who grab opportunities and learn about business"

Kessel Feinstein's clients range from shipping firms and art galleries to engineering companies. It is employed by many of the larger listed companies, such as Liberty Life and FSI Corporation, but also counts among its clients "the little shop on the corner"

Kessel Feinstein, which started in 1920, has more than 70 partners. It is linked to Horwath International, which has 230 offices around the world.

Amoils says the advantages of the international connection are the exchange of technical knowledge and statistical sampling, advanced audit methods in improving efficiency, input on the human resources side and the referral of work

## Unstructured

Unlike the Big Five firms, Kessel Feinstein does not have a structured advancement path where the trainee advances in steps relating to his length of experience and the jobs he can handle.

Amoils says the firm's deliberately unstructured



**CLIFFORD AMOILS**

approach means a task is matched to a person

"A trainee who is particularly competent in one area may be assigned to handle that side of an audit assignment — effectively, he is getting an informal promotion above someone else. That has tremendous advantages for someone who is good"

# Partners in the making

ARTHUR Andersen sees its trainee accountants as future partners.

For this reason, it is not only interested in academic distinction but also in the personality of its trainees and their ability to reflect well on the standing of the firm

Partner Graham Rosenthal says "While we are looking for people who are academically and technically strong, I would rather employ a good all-rounder with a strong personality than someone who is going to get honours in the board exam but not be able to relate to clients"

He finds many potential graduates lack confidence, but this comes with time. It is vital they are able to express themselves well to communicate with clients at all levels when they join the firm

Rosenthal recruits

graduates for the audit side of the practice in Johannesburg. Arthur Andersen employs graduates studying the Chartered Accountant (SA) course and who will write the qualifying exam in the year they join the firm

## Rapid

Typically, they have completed the Bachelor of Accountancy degree at Wits or the equivalent at another university after obtaining a Bachelor of Commerce or similar degree

Rosenthal says the career rise for recruits is rapid

"They work in a number of areas and industries in the audit practice. While the profession has the connotation of number crunching, that is no longer the case"

He says each industry

has its own peculiarities and trainees build up skills working on assignments in various industries, such as financial services, the construction industry, retailing, manufacturing or mining

"Arthur Andersen has a structured business approach to auditing which necessitates understanding the client's business and being constantly aware of bringing added value to the operations and becoming the client's trusted business advisor"

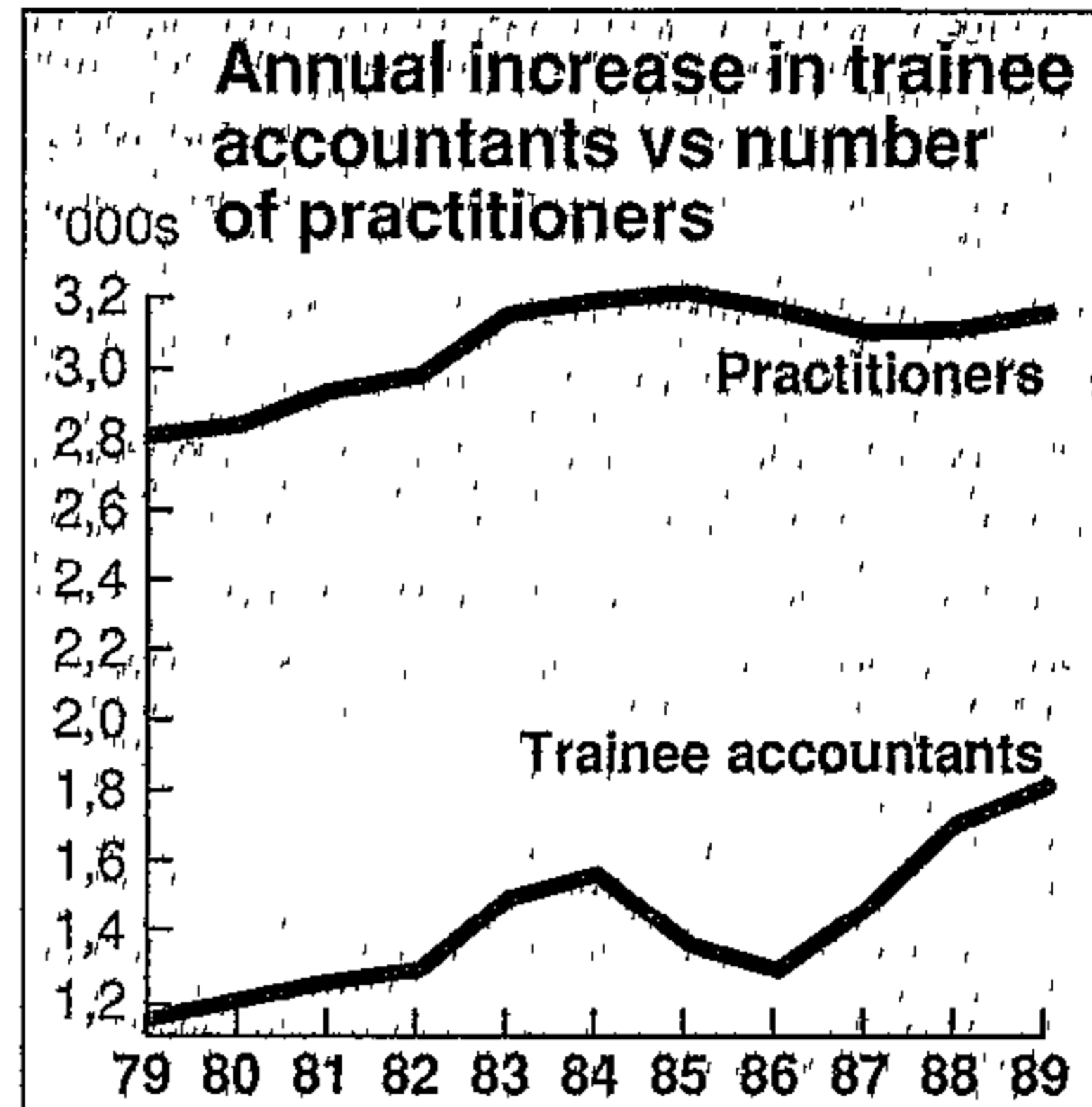
"Added value could come from productivity initiatives, such as white collar productivity, profit improvement programmes, labour scheduling and so on"

"Some of our trainees specialise in computer audit, although Arthur Andersen prefers its trainees not to specialise too early"

# Business Day SURVEY

*Accountancy firms train large numbers of accountants only to lose them to commerce and industry because of the rewards the private sector has to offer. Accountancy firms are changing however and are determined to shake off their little grey men image.*

**CHARLOTTE MATHEWS reports.**



Graphic FIONA KRISCH  
Source SA INSTITUTE OF CHARTERED ACCOUNTANTS

## Getting the attention of scholars

THE SA Institute of Chartered Accountants (SAICA) recruits accountants on behalf of the profession as a whole, although firms recruit for their own needs

SAICA goes to schools and advises scholars as early as in Std 7 on the courses they need to gain entry into universities

In its programme for schools, the organisation explains the different career paths in the profession — auditing, taxation, management consultancy, small business services, or careers outside public practice in commerce, industry or the academic world.

A sector growing in popularity is merchant banking, which involves negotiating and financing

mergers and acquisitions on behalf of companies

SAICA runs a competition for schools every year called the Chartered Accountants/ICL Management Contest

SAICA recruitment officer Pat Winter, who runs the contest, says about 200 schools participate

### Scenario

In the contest, a team of matric students is given a scenario, such as hypothetically taking over a factory to manufacture a product. The team represents the board of directors and each member has a position on the board, such as marketing or production director

In its participants' manual, SAICA says "The basis

of play can be summarised as an exercise in balancing production with sales, having proper regard to the profit position and the preservation of liquid resources"

The winner is usually the company which has the greatest accumulated profit available for distribution, but it can be decided on another basis announced at the beginning of the contest

Winter says the contest gives the students a feel for the business and many end up studying chartered accountancy

SAICA technical director Graham Terry says a distinction has to be made between working for a small practice and working for one of the larger firms

Large and small practices do different work," Terry says "The larger firms are involved with the larger businesses. But in training, they all cover the subjects necessary for the qualifying exam"

### Changing

He says the profession has been changing over the last few years. It has become involved in information technology and public sector accounting and auditing, previously the specialisation of only one or two accountants in the country

Auditors are also playing a bigger part in problem solving, which was the field of management consultancy

6/25/90

(179)

**Cheaper to <sup>QMA</sup>  
train workers <sup>T-75</sup>  
within SA <sup>25/6/90</sup>**

**Own Correspondent**

THE lack of funds to train unemployed workers will prove to be much more costly to SA than hiring expatriates, says the director of the East Cape Training Centre (ETC), Dieter Küsel.

Training of South Africans for work on the massive Mossgas scheme has stopped because funds have dried up.

The East Cape Training Centre in Port Elizabeth which has trained over 3 600 people for Mossgas work, has had to close down part of its operations.

Küsel said training centres in SA were bridging the gap between the lack of semi-skilled and skilled workers and the unemployed.

As a result of the lack of funds to continue this training, expatriates would be brought in to complete work on the Mossgas project.

"It is definitely cheaper to train people here," he said.

# Doing arithmetic on life expectancy

AN ACTUARY is a professional person who applies his knowledge of compound interest and mortality to solve practical business problems, particularly in the fields of life assurance and pension and provident funds.

Sanlam chief actuary Chris Swanepoel says most actuaries are employed by life assurance companies and employee benefit consultants or are consulting actuaries advising such firms

*Biday 25/6/90*  
"In SA, there are not many actuaries involved in general assurance

"It is a technical area, but a general financial background is required and many actuaries progress to general management where the technical component of the work is limited"

## 17.9 Monitors

The aim of the actuary is to ensure the assurance company, pension or provident fund operates on a sound financial basis. He sets premium rates for life assurance policies and contribution rates for pension and provident funds.

He monitors the profitability of existing business by putting a value on outstanding liabilities, which are long term, taking into account such factors as life expectancy, expected investment proceeds and expenses.

Swanepoel says there are about 200 qualified actuaries in SA and the total membership, including students, of the Actuarial Society of SA is about 500.

## Benefits

The Actuarial Society says a qualified actuary with over seven years post qualification experience can earn a basic salary of R5 500 a month, but on top of this are likely to be fringe benefits amounting to another 50% of this figure.

There is no local actuarial qualification. An SA student typically qualifies as a Fellow of the Institute of Actuaries in London or a Fellow of the Faculty of Actuaries in Edinburgh.

Good mathematical aptitude is required. The subjects read at university include mathematics, statistics, economics and actuarial science.

skills



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Day 26/6/90

# Staff training is a worthwhile expense

IT'S A fallacy to believe software purchases stop when the sale is made. Companies working from manuals alone could end up using only 50% of their (often substantial) investment.

Unskills national marketing manager Mike Shaw says the investment in training can often equal or overtake that made in software, but the rewards are great because productivity is enhanced — and users will know how to utilise their software to its full potential.

He says a major problem in SA's data processing industry is that such a small percentage of DP budgets are allocated to training employees.

"Senior management often does not realise that without education staff, huge degradation in productivity in a very expensive area of the company can be common. If productivity is increased by only a few percentage points the payback is huge.

"The problem is exacerbated because in the late

'70s and '80s companies recruited DP people from overseas, but many left again.

"This left a massive skills shortage, and many companies still haven't learnt the full value of training their own staff."

## Monitor

Shaw says companies must monitor their staff's skills levels. Apart from product specific courses and entry level programmer education, Unskills is seeing an increasing de-

mand for analysis and design knowledge.

"This focuses on programmers with four or five years of experience who are expected to somehow learn systems analysis skills. As both skills are different, it's difficult for these people to 'port' their knowledge over from one to the other with little or no training."

Seeing this gap, the company has developed a specialised training programme which combines systems analysis and de-

sign into a workshop which covers all aspects of systems definition and design ranging from interview techniques to structure design techniques, presentation techniques, style and report writing.

"The course is popular — not least because, although we run it over eight days, only five of these are working days.

"We often run courses exclusively for one company or group so its particular problems can be dealt with in more depth," he says.



# Determination, grit the keys to computer training success

By 10am 27/6/90 (179)

PUNCH LINE Columbia Training (PLCT) has come a long way since its inception

It was initially called Punch Line Education at its formation in 1985 by Arthur Klitofsky

The success it has enjoyed is in no small way attributable to Klitofsky's grit and determination

He started the company with 11 IBM PCs, one course and an affiliation with Punch Line to facilitate financing and computer training

## Lotus

The only course available at the time was the Lotus 1-2-3 Executive — a spread sheet program which maintains its popularity

"It was a one-man show in those days," says Klitofsky "When I started off Punch Line made a banking facility available to me. After four months of operation we owed them R70 000, from month five we were profitable"

Six months after it was bought out by Colfin, PLCT

(which retains the title but has no equity affiliation with Punch Line) is one of the three major players in the computer education, management and secretarial training markets

Last year, 22 000 people were trained using PLCT courses in the different areas in which the company operates

The company, through its three main divisions — Punch Line Education, Impact Training and Academy of Learning — is at the forefront of what is becoming SA's fastest growing industry — education and training to meet the needs and demands of the new South Africa

The Academy of Learning is aimed at the man in the street and slanted at upgrading his basic skills. It teaches basic office, secretarial, bookkeeping and computer skills — translating into about 50 different courses

In addition, its outlets which are franchised, are geographically positioned to reach as wide a customer base as possible

Last year, the division

opened seven new franchised operations, bringing the total to 38 and establishing it as the biggest privately owned training franchisor in this market

Klitofsky says the academy, which is now headed up by Sue de Roos, has seen a considerable shift in its client base over the past few years

"Three years ago, only 7% of our clients were black, two years ago it was 11%, and this has rocketed to over 40% in the past 12 months," he says

## Exclusively

PLCT's Impact Training division, run by Rob Daniel, deals exclusively with corporate business, although, says Klitofsky, not more than 5% of its business can be attributed to any one client

This division, based in Johannesburg but with an office in Cape Town, is broken up into customer service, time management, financial training, sales training and leadership skills development. In addition Impact Training is a

leader in industrial relations and negotiation skills training

The computer training arm of PLCT comes under the Punch Line Education banner and is looked after by Klitofsky

He says it is a "thoroughbred without match"

The division offers a variety of PC training courses which can be presented either as public courses or as in-company courses. Furthermore PLCT operates on a licenced basis whereby it teaches instructors from large corporate how to run PLCT courses

"We are finding that more and more of the large corporates have their own in-house training facilities and lecturers, but no facilities for course development. This is where we come into the picture with our licenced training where we will train their lecturers to run our courses"

## Competitive

The computer training division offers a variety of courses ranging from Computer Appreciation and the popular original Lotus 1-2-3 Executive to Computer Security and Harvard Graphics

The division has branches in Cape Town, Johannesburg and Durban

The computer training market is competitive, says Klitofsky

"In the Transvaal alone there are over 100 operators many of whom are one-man, fly-by-night shows"

To keep ahead, however, Klitofsky is doing a lot of legwork

He is negotiating with two American companies



ARTHUR KLITOFSKY

for new training programmes. Up until now Klitofsky says they have developed most of their own programmes because of the problems associated with sanctions and the necessity for continued sources of supply

"But with the changing political climate and anticipated easing of sanctions we have decided to approach certain American companies to bring in well developed product lines which would take a long time to develop locally"

"Companies are getting demanding, they want the latest and the best — for that reason we are bringing in Rolls Royce programmes"

## Resilience

"We are in a market which has a certain resilience to a depressed economy. When things are bad people try to improve their chances of getting a job by improving their skills"

However there is a slowdown in training due to smaller training budgets particularly in the smaller companies"

"But companies are still prepared to pay for training they know is effective"

financing your

and mail on time.  
58-5128.

## Guidelines to test the water before dealing

COLFIN Holdings' investment philosophy centres on acquiring controlling stakes in companies operating in all spheres of commerce and industry

refrainers and compaction containers worth about R20 000 a piece, make up about 60% of the company's sales, with 40% going to private waste disposal

# Millions spent on training

# Anglo

6/Day 21/6/90  
ANGLO American and its associated companies spent more than R200m on skills training last year.

And the Anglo American and De Beers Chairman's Fund and Educational Trust made 980 grants worth R47,8m during the 1989/90 financial year, the latest Anglo American Corporation annual report said. Since its formation in 1973 the fund had been the largest corporate contributor to educational and social development in SA, the report said.

One of the fund's major projects is the new R15m Atteridgeville College which is due to open to about 700 students in January 1991.

During the past year Anglo invested in 2 696 trade apprenticeships, 23 high school scholarships, 122 pre-university programme bursaries, 669 university scholarships, 581 technikon scholarships, 101 in-service bursaries and 422 part-time, company-sponsored students at universities and technikons.

The corporation's Central Training Unit — which employs about 50 professional

TANIA LEVY

training staff — provided about 40 000 delegate man-days of training and development.

During the 1989/90 financial year, Anglo American Corporation agreed to invest another R1,3m over five years in the Small Business Development Corporation (SBDC), bringing its total commitment to R5m.

The report said that Anglo formalised its support of small business development by embarking on a new two-pronged strategy called the Small Business Initiative.

One arm is a company called LITET Limited (previously Labour Intensive Industries Trust Limited) which acts as a vehicle for investing in smaller business concerns.

The aim is to provide financial and managerial assistance through the taking of minority stakes in emerging businesses.

The other arm is the Small Business Unit, which aims to increase Anglo's and its associate companies' business transactions with the small-business sector.

# Changing health threats will need new services report

CAPE TOWN — AIDS, assaults, smoking and alcohol-related diseases will replace diarrhoea and measles as major health threats in poorer communities during the next decade and dealing with them will require fundamental changes in health services.

This is the conclusion of a group of academic doctors in a recently published paper entitled Critical Issues for Community Health in the 1990s.

The authors argue that socio-political and demographic changes, particularly associated with high fertility rates and rapid urbanisation, will have a profound influence on the state of community health and

LESLEY LAMBERT

the provision of health care. Another major influence will be the residual effects of apartheid which will remain for some time once the current race-based system has ended, they say.

To address the new health threats, fundamental changes will be required in the way community health professionals are trained, in the direction of medical research and the relationship between state health authorities at all levels and non-governmental organisations.

In addition, non-governmental organisations will be required to play an in-

creasing role in extending and complementing the changing function of government health services.

The authors emphasise the need to address the private sector's tendency to treat conditions that produce maximum profit, while neglecting preventive, promotive and rehabilitative activities.

They accept that involvement in the less profitable activities will need to be compensated and that this may require a revision of medical aid benefits.

They welcome government and ANC announcements on the restructuring of health services with more emphasis on primary health care.

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1990

**No. R. 108, 1990**  
**RADIO AMENDMENT ACT, 1990**  
 (ACT No. 24 OF 1990)  
 Under section 8 of the Radio Amendment Act, 1990 (Act No. 24 of 1990), I hereby determine 2 July 1990 as the date on which the said Act shall come into operation.

Given under my Hand and the Seal of the Republic of South Africa at Cape Town this Twenty-first day of June, One thousand Nine hundred and Ninety.

F. W. DE KLERK,  
 State President.  
 By Order of the State President-in-Cabinet:  
 D. J. DE VILLIERS,  
 Minister of the Cabinet.

**No. R. 106, 1990**  
**MANPOWER TRAINING AMENDMENT ACT, 1990**  
 (ACT No. 39 OF 1990)  
 Under section 54 of the Manpower Training Amendment Act, 1990 (Act No. 39 of 1990), I hereby determine 1 July 1990 as the date on which the said Act shall come into operation.

Given under my Hand and the Seal of the Republic of South Africa at Cape Town on this Fourteenth day of June, One thousand Nine hundred and Ninety.

F. W. DE KLERK,  
 State President.  
 By Order of the State President-in-Cabinet:  
 E. VANDER M. LOUW,  
 Minister of the Cabinet.

**PROCLAMATIONS**  
 by the  
 State President of the Republic of South Africa

**No. R. 108, 1990**  
**RADIO WYSIGINGSWET, 1990**  
 (WET No. 24 VAN 1990)  
 Kratgens artikel 8 van die Radiowysigingswet, 1990 (Wet No. 24 van 1990), bepaal ek hierby 2 Julie 1990 as die datum waarop genoemde Wet in werking tree.

Gegee onder my Hand en die Seel van die Republiek van Suid-Afrika te Kaapstad, op hede die Een-en-twintigste dag van Junie Eenduisend Negehonderd-en-negentig.

F. W. DE KLERK,  
 Staatspresident.  
 Op las van die Staatspresident-in-Kabinet:  
 D. J. DE VILLIERS,  
 Minister van die Kabinet.

**No. R. 106, 1990**  
**WYSIGINGSWET OP MANNEKRAGOPLEIDING, 1990**  
 (WET No. 39 VAN 1990)  
 Kratgens artikel 54 van die Wysigingswet op Mannekragopleiding, 1990 (Wet No. 39 van 1990), bepaal ek hierby 1 Julie 1990 as die datum waarop genoemde Wet in werking tree.

Gegee onder my Hand en die Seel van die Republiek van Suid-Afrika te Kaapstad, op hede die Veertiende dag van Junie Eenduisend Negehonderd-en-negentig.

F. W. DE KLERK,  
 Staatspresident.  
 Op las van die Staatspresident-in-Kabinet:  
 E. VANDER M. LOUW,  
 Minister van die Kabinet.

**PROKLAMASIES**  
 van die  
 Staatspresident van die Republiek van Suid-Afrika

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REPUBLIEK  
 VAN  
 SUID-AFRIKA

REPUBLIC  
 OF  
 SOUTH AFRICA

# Staatskoerant

# Government Gazette

Plat...

## Building industry looks at learning

THE SA Institute of Building (SAIB), the Building Industries Federation of SA (Bifsa) and other representatives in the construction industry intend to form a committee to investigate tertiary education, SAIB deputy president Gerhard Meijer has announced.

The SAIB represents management in the construction industry while Bifsa represents about 5 000 members of the building industry.

"For several years it has been apparent that the roles of the different educational institutes were not clearly defined, and there was a clear degree of overlapping in the various building courses," Meijer said.

In some cases there was an oversupply of facilities

"One of the big challenges for the next decade will be to equip the fast-growing informal sector in the industry with management skills

"Last year there were 43 000 black matriculants in SA of whom 17 000 achieved university exemption passes. We could, therefore, be finding infinitely more young black supervisors than is presently the case."

Meijer's announcement follows recent comments by Bifsa executive director Neil Fraser indicating that the various bodies in the building and construction industry could move towards unity with the field of training, which would be the first area of possible co-operation

Meijer expected the committee would take about a year to draw up recommendations and objectives, and another year to get the final recommendations of all parties for implementation.

# Vocational school to teach trades

Sowetan 4/7/90

53  
179

A NEW vocational school, funded by local philanthropists, is being built and is in the process of enrolling students for a wide range of crafts

The Palabora Foundation, situated in rural surroundings and along the R47 about 10km from Krugersdorp and 35km from Soweto, offers courses in subjects such as carpentry, plumbing, auto electrics, motor overhauling and servicing, painting and glazing and brick and block laying.

Transport to and from the centre will be available from Soweto and other areas

Mr John Addis of the centre said it was established by the Palabora Foundation as a further extension of its commitment to the development, advancement and upliftment of people through-

By ISMAIL  
LAGARDIEN

out South Africa.

"The Foundation adopts a partnership approach to human development," he said.

The foundation's main objectives are:

- \* To develop a technical training centre to serve the rapidly emerging informal black indus-

trial sector, commencing with the building and motor repair trades,

- \* To create an environment which will support the development of people physically, mentally, spiritually and educationally,

- \* To restore the natural environment, beautify the land and create an estate that will harmonise the various activities

# BEL to launch R4.5-m training programme

By MZIMKULU MALUNGA

(179) BATEMAN Engineering Ltd (BEL) is to launch a R4,5-million training programme for its employees before the end of this month

Managing director Ivor Stagg-Macey said yesterday the move was prompted by the realisation that the scarcity of skilled manpower at all levels in South Africa would become more serious within the next 10 years. It was also a culmination of many months of intensive research and investigation.

He said the country could no longer rely on the importation of skilled labour since the number of immigrants was declining drastically.

"The task is a daunting one, and the difficulties cannot be underestimated," said Stagg-Macey.

The programme, initiated in September last year, was designed to put South Af-

rica on the forefront of the provision of suitably skilled personnel in management and training fields. The curriculum includes 22 courses and workshops as well as two to three years apprenticeship.

"Effective training is not, as many seem to believe, a matter which can simply be addressed on an ad hoc basis. It is a complex issue, and mistakes tend to be expensive.

"To eliminate the possibility of poor training, many months have been devoted at BEL to identifying individual and company needs for the near and longer term," he said.

As the programme progressed the training would be expanded to cover other areas such as stress and change management organisation creativity.

"When we have understood the effectiveness of our course material, we will

probably approach technicians with a view to them running such courses for the whole industry," he said.

Dorbyl group employee benefits manager Nigel Naylor said it was company policy that each of the 5 000 monthly paid staff spent at least 10 days on education a year.

More than 2 percent of the wage bill was devoted to training the hourly paid workers. Dorbyl had 17 000 hourly paid employees.

The training projects ranged from literacy training to supervisory and business principles courses.

Also, the company had an apprenticeship training school in Vanderbijlpark where there were 200 apprentices currently doing courses in metallurgy, electricity, as well as fitting and turning.

Naylor would not say how much Dorbyl was spending on training.

# Development programme launched by Nedbank

Star 27/7/90

179

Nedbank has established a corporate banking development programme in co-operation with the University of Pretoria's Business School.

This development for prospective employees will help them upgrade and fine-tune their knowledge of legal, economic, tax and other aspects, which affect the profitable and effective provision of corporate banking services.

Consistent with its desire to satisfy a complete spectrum of customer requirements, Nedbank has an international banking division which concentrates on enabling customers to expand their global activities.

## Credit financing

Among the numerous and sophisticated products provided by this division are export credit financing and the arranging of self-liquidating trade lines linked up to the movement of goods.

The division maintains close links with a network of correspondent banks, and also operates in a number of overseas representative offices such as London, Hong Kong and New York.

It offers many exciting career opportunities, not least because of promising political and economic developments in southern Africa.

Considerable trade opportunities are

likely to unfold as relationships with countries in the region improve.

Nedbank's specialised banking operations enable it to offer a wide range of focused services, including investment banking, business-related travel services, property, financing, factoring, debtor administration and import/export facilities.

Nedbank also has a number of head office units, such as marketing, human resources, legal services, accounting, information technology and other support divisions.

The bank recognises that the success of the organisation will be determined by the quality of its staff, and is pledged to continuously expand and refine the training and development of all its personnel.

To enable all staffers, irrespective of race, colour and creed, to develop their knowledge and skills, Nedbank provides a wide variety of training and development programmes at all levels.

More than 11 000 employees passed through training courses in the past financial year.

With an eye on the future, Nedbank is constantly refining its training and development efforts.

# Computer training centre aims to boost black power

By JOSHUA RABOROKO

COMPUTERS are becoming an increasingly vital aspect in the daily lives of the majority of blacks today, including the effective running of big and small businesses. (178) (179)

There are relatively small private and commercial centres which offer excellent training programmes that are of great benefit to computer literacy, a prerequisite for entry into many job categories

One such centre in central Johannesburg is that run by Mrs Angie Makwetla, wife of prominent businessman, Mr Bobby Makwetla.

The centre, AM Ultimate, has plenty of willing students who are prepared to learn the skill but have financial problems while the country is gripped by recession

Angie has established the training centre to use her knowledge and experience for promoting computer skills. This will enable students to play a decisive role in their chosen careers

"In our efforts toward achieving black economic empowerment, we should endeavour to mobilise black buying power and to direct it into black business

"Black entrepreneurs, on the other hand, have to try to offer a competitive service at affordable prices, coupled with consistent product quality," she says Sowetan 30/7/90

For this reason AM Ultimate has extended its course content to include a special computer course directed at executive and professional business people

The course is run over two evenings a week for one month and includes the following

\* Teaching Lotus 1-2-3 - which is useful for producing cash-flow charts,

financial budgets, profit and loss statements, sales statistics and schedules. The course is presented in a practical manner through various examples on how to use the spreadsheet commands and design customised worksheets

\* Teaching the quick and easy way to access, manipulate and manage information. A database enables one to set up records containing information such as a list of customers with their names, addresses and telephone numbers

\* Word processing. This course will teach you how to create, edit, save and print a document on the computer

However, not everything is running smooth at Angie's centre

Her aim is to empower blacks, but she finds big businesses trying to stifle this goal

There is an influx of students who will do anything to learn the skills in computer training but do not have funds.

Angie says she aims to educate informal business to prepare them for the future

"We must become big, we have been small for a long time," she adds

Her objectives are to change perceptions of computers and computer training as being inaccessible to the average person, to contribute towards alleviating the shortage of skilled manpower in South Africa and to provide blacks with technical courses

Angie started her career as a social worker which, she says, did not meet her financial requirements. She quit and joined IBM, where she worked for 15 years

She soon realised that working for a "master" was not worth it and opened a store in Soweto



# Major British firm offers to buy Fourth Dimension

NEIL YORKE SMITH

A MAJOR British public company has offered to buy local corporate video and training company Fourth Dimension (FD)

A firm offer had been received from "a major international" education and training group, FD chairman Bill Taylor said yesterday. Price and the buyer's identity could not be disclosed.

The company would use FD as a springboard into the growing SA training market, Taylor said. "They have identified the local market as a major growth area and are prepared to invest heavily in SA."

This was part of a strategic move into the development of technical skills training and represented a vote of confidence in SA. FD initially concentrat-

ed on corporate video production, then expanded into the computer-based training (CBT) field.

It now specialises in CBT and has won substantial corporate and government training contracts.

An aggressive business approach had encouraged the British-based group to invest in FD, Taylor said.

"We were seen as being aggressive and dynamic — prepared to develop any opportunities in our field of expertise. We have identified major growth areas in the black training market ranging from pre-school education to on-the-job technical training."

The offer would be discussed further at a meeting during August.

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179

# EDUCATION FILE

BY NKOPANE  
MAKOBANE



# JJCCI lectures on personal skills

179

**THE Johannesburg Junior Chamber of Commerce and Industry** is running a series of lectures at Thabo High School in Naledi, Soweto, to assist Standard 9 and 10 pupils when they enter the job market.

Mr George Jele, the project co-ordinator, said the lectures which started on July 14, will run over six weeks. They start at 10am

Lecturers have been drawn from business, socio-political organisations, independent educational institutions and the junior chamber.

They will cover a wide range of subjects from personal growth and development to the correct way to apply for a job, how to choose a career correctly, and effective public speaking and its uses.

## Change

The chamber believes a change in South Africa's status quo can only be achieved through education. In an effort to support this philosophy we have embarked on this project for young people, he said.

The SA Junior Chamber is a non-racial leadership development organisation for young people between the ages of 18 and 40.

Their primary objective is to train its members in personal skills such as management skills, personal development and awareness of social responsibility. More than 100 pupils have been selected to attend the course, which is being sponsored by Tri-Time Housing Company. The latter is a joint venture between black and white entrepreneurs formed in 1987.

Not only will we teach them the skills of business etiquette, but also the confidence they will need when going to an interview.

The Sowetan Winter School, which was held at Wits University during the past holidays, was a tremendous success. Mr William Smith, the head of the Star Schools, said about 1 500 pupils from all over the Transvaal and the northern Free State attended. They had to turn away 1 000 pupils because of lack of space. It was the first time that Sowetan had offered the two-week school as part of its Nation Building concept.

## Wits closing dates

THE University of the Witwatersrand has announced closing dates for applications for next year.

A spokesman for the university, Mr Peter Wilson, said the closing date for applications for such faculties as architecture, arts, commerce, education, engineering, law and science was August 31.

The closing date for the faculties of medicine and dentistry was last Tuesday.

No late applications to the faculties of medicine and dentistry will be considered. Late applications to other faculties will be accepted for consideration, but a fee of R50 will be charged.

The closing date for bursaries and scholarships is October 31. Applicants for bursaries are advised to apply in good time, as financial assistance is limited, he said.



CAPE

# Training crisis at Moss gas project

Argus 9/8/90

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by PAT CANDIDO  
The Argus Bureau

PORT ELIZABETH — Between 3 500 and 4 500 foreign workers will have to be flown in to man jobs on the R8 billion Moss gas project, if training of local artisans does not resume within the next two months.

Mr Leon de Villiers, Moss gas training director at the East Cape Training Centre (ECTC), said the Moss gas project was behind schedule. There was a delay of three months or more but he did not know the reason and Moss gas would not publicly admit it.

"The delay has become an embarrassment to the government," he said.

His centre was at present training only 50 welders for Babcocks in Mossel Bay. If training did not continue it was estimated that between 3 500 and 4 500 foreigners would have to be brought into the country at tremendous cost and to the detriment of South African interests.

The Moss gas project was originally intended to boost in-

dustrial development in the south-east and Eastern Cape by providing employment opportunities.

## R200 000 pledge

He said a R200 000 pledge this week from a newly-formed labour broking consortium, SA Construction Engineering Labour Services, to restart the programme, was "nowhere near to solving the problem". The consortium is made up of four Moss gas contractors

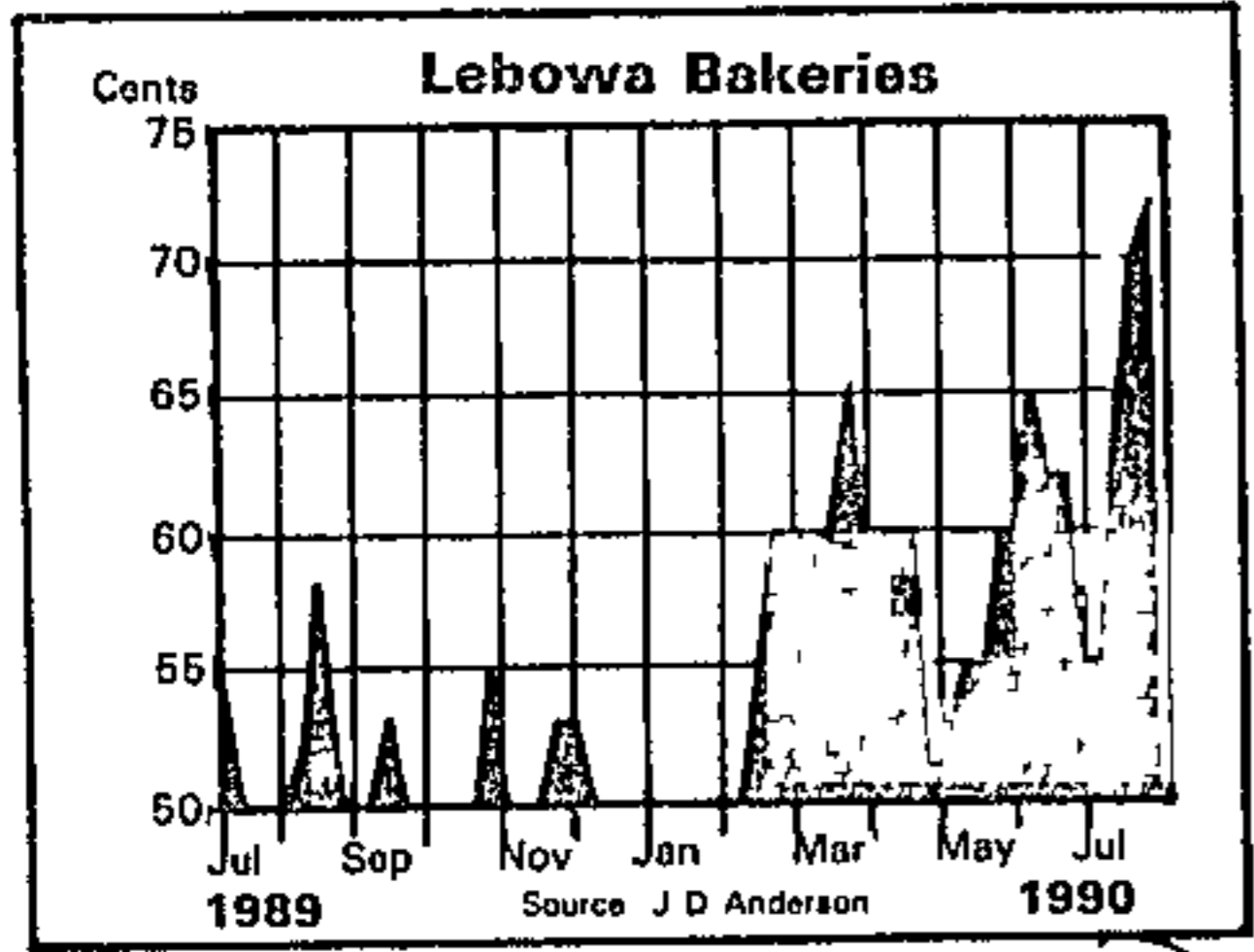
Mr De Villiers said the consortium had R800 000 to plough into the training programme but this was just for "conversion training" of those trainees who had already been trained, placed and retrenched. They would be trained for the on-shore project, the building of the refinery at Mossel Bay.

"Our problem is to find funds for the 2 000 who have been trained but not placed yet. They will need a further six weeks training," he said.

At a forum on Moss gas training held at the ECTC last week, several resolutions were passed and conveyed to the government.

Mr De Villiers said the ECTC was asking the state for R20 million. Of this R8 million was needed for refresher training for the 2 000 men while R12 million was needed to train artisans from scratch. He said this amount would prevent the need to import expatriate labour.

"It will enable us to continue training local men and place them before it is too late," he said.



FIM 10/8/90

**Activities:** Baker and confectioner  
**Control:** Lebowa Development Corp  
**Chairman:** P C Mokgokong, MD J W B McKenna

**Capital structure:** 25m ords Market capitalisation R18m

**Share market:** Price 72c Yields 10,8% on dividend, 29,0% on earnings, p e ratio, 3,4, cover, 2,7 12-month high 72c, low, 50c Trading volume last quarter, 193 000 shares

| Year to Mar 31        | '88  | '89  | '90  |
|-----------------------|------|------|------|
| ST debt (Rm)          | nil  | 0,2  | 0,9  |
| LT debt (Rm)          | 1,4  | 3,3  | 4,3  |
| Debt equity ratio     | 0,09 | 0,19 | 0,17 |
| Shareholders interest | 0,73 | 0,64 | 0,62 |
| Int & leasing cover   | —    | 18,3 | 11,5 |
| Return on cap (%)     | 24,8 | 27,2 | 26,4 |
| Turnover (Rm)         | 39,0 | 64,4 | 73,6 |
| Pre-int profit (Rm)   | 5,2  | 8,6  | 11,6 |
| Pre-int margin (%)    | 13,4 | 13,5 | 12,1 |
| Earnings (c)          | 10,7 | 15,5 | 20,9 |
| Dividends (c)         | 4,5  | 6,0  | 7,75 |
| Net worth (c)         | 60   | 69   | 82   |

region is strategically poised to take advantage of this new economic potential," says chairman Pothinus Mokgokong in the 1990 annual report

Lebaka, already serving a region with a growing population now around 4m, with a staple food, can't go far wrong

Attributable earnings rose 35% during the year to R5,2m The group plans to restructure its debt, thereby reducing interest paid It hopes to settle loans bearing high interest rates and renegotiate them for loans which require lower interest payments Interest paid on long-term loans ranges from 18,7%-20,5%.

Long-term loans were taken mainly to pay for capital development projects which Mokgokong reports as virtually completed The value of fixed assets as a result rose 43% to R20,4m However, this forced down the turnover asset ratio from 2,3 in the previous year to 2,1

At 72c, the share is at its highest in over a year, but the 3,4 earnings multiple and 10,8% dividend yield seem appropriate given Lebaka's growth prospects Heather Formby

MAST HOLDINGS FIM 10/8/90

**Learning curve**

Mast Holdings' service-orientated business has left it in the enviable position of receiving net interest rather than paying it, a situation most companies would prefer in times of

**Activities:** Education, training, time management systems and recruitment

**Control:** Management and staff 54,6% CNA Gallo 34,5%

**Executive chairman:** S W B Dallamore

**Capital structure:** 20,3m ords Market capitalisation R14,3m

**Share market:** Price 70c Yields 5,6% on dividend, 11,4% on earnings, p e ratio, 8,8, cover, 2,1 12-month high, 75c, low, 50c Trading volume last quarter, 164 300 shares

| Year to Feb 28        | '88  | '89  | '90  |
|-----------------------|------|------|------|
| ST debt (Rm)          | —    | 0,3  | 0,4  |
| LT debt (Rm)          | —    | 0,8  | 0,02 |
| Debt equity ratio     | —    | 0,21 | n/a  |
| Shareholders interest | 0,68 | 0,44 | 0,43 |
| Return on cap (%)     | 29,0 | 26,9 | 30,8 |
| Turnover (Rm)         | 4,7  | 8,4  | 15,1 |
| Pre-int profit (Rm)   | 1,1  | 1,6  | 2,6  |
| Pre-int margin (%)    | 22,6 | 18,8 | 17,4 |
| Earnings (c)          | 5,3  | 6,4  | 8,0  |
| Dividends (c)         | 2,4  | 3,0  | 3,9  |
| Net worth (c)         | 14,4 | 15,9 | 17,7 |

high interest rates Its policy of not owning bricks and mortar — it does not own its new building in Johannesburg's Oxford Road — and low stockholding allows it to keep debt minimal

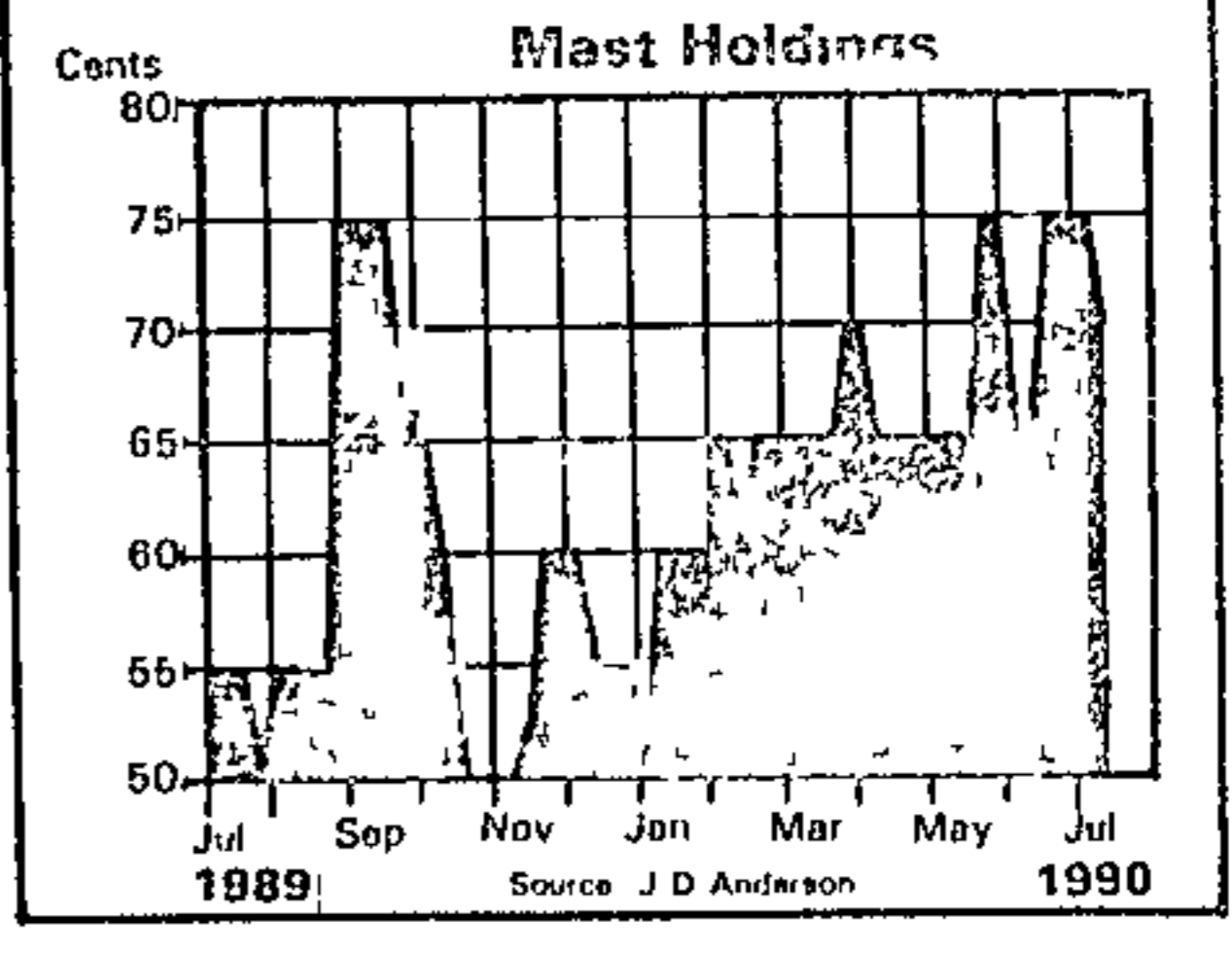
However, it has the problem of low growth potential, common in a purely service-orientated industry As a result, management decided to diversify from only time-charging businesses into products related to the firm's core business of education and training

The acquisition of Gallo Vision from major shareholder CNA Gallo in April last year has contributed R665 000 out of a total R2,9m pre-tax profit and is one of the reasons for the 80% growth in turnover to R15,1m Profits from this division exceeded the R500 000 in the sale agreement with CNA Gallo, so an additional purchase consideration of R165 000 will be settled by the issue of a further 366 666 Mast shares at 45c apiece to CNA Gallo

This division and Time/System, which sells time management systems, were the best performers in the group According to chairman Stephen Dallamore, the exceptional performance of Time/System was mainly because of an increase in the number of products offered and "an increased awareness of managers and business professionals of the need to utilise their time more effectively"

However, Dallamore expects more emphasis to be placed on education and training in future years To cater for this, the group has hived off Mast Education from Mast SA The new division started in March and Dallamore believes this could become the most important in the group

Mast Education provides training programmes for schools and businesses Mast SA, which focuses on commercial and industrial training services, remains the main contributor to group profits — it contributed about 35% pre-tax in the 1990 financial year but failed to reach its targets in the Cape and Natal because of "people problems" However, Dallamore says "enormous potential for growth in these regions, coupled with a



strong existing client base and greater management expertise, should see improved performance in the coming year"

The financial and computer training division achieved budgeted results and broadened its operations during the financial year under review However, recruitment agency Paul Tingley Management Services only just managed to end the year on target because of the drop-off in demand for head-hunting and recruitment

Investors seem impressed with the previously DCM-listed share, ranking it on a 5,6% dividend yield and an 8,8 earnings multiple Heather Formby

MASHOLD FIM 10/8/90

**Direct costs**

**Activities:** Mail order retailing, general retailing, direct selling, mail insertion and advertising

**Control:** Mascon 56,8%

**Chairman:** H van Embden, MD M van Embden

**Capital structure:** 19,45m ords Market capitalisation R52,5m

**Share market:** Price 270c Yields 5,4% on dividend, 12,1% on earnings p e ratio, 8,2, cover, 2,3 12-month high, 280c, low, 170c Trading volume last quarter, 147 000 shares

| Year to Feb 28        | '87  | '88  | '89  | '90   |
|-----------------------|------|------|------|-------|
| ST debt (Rm)          | 2,3  | 3,9  | 13,5 | 27,31 |
| LT debt (Rm)          | —    | —    | —    | —     |
| Debt equity ratio     | 0,16 | 0,19 | 0,56 | 0,85  |
| Shareholders interest | 0,58 | 0,61 | 0,46 | 0,39  |
| Int & leasing cover   | n/a  | 18,0 | 6,4  | 3,0   |
| Return on cap (%)     | 14,0 | 16,5 | 13,9 | 14,7  |
| Pre-int profit (Rm)   | 2,5  | 4,9  | 7,3  | 12,1  |
| Earnings (c)          | 16,0 | 20,1 | 25,6 | 32,8  |
| Dividends (c)         | 8,0  | 10,0 | 12,0 | 14,5  |
| Net worth (c)         | 62   | 96   | 123  | 165   |

Successful direct retailers claim economic downturns do not hit their operations, and Mashold seems to offer some support for that view

Turnover again rose strongly, this time by 58% after the previous year's 52% Most of the growth was generated internally by the six main subsidiaries, though some businesses — Charles Velkes (mail order) and Tablekraft (direct selling) — were acquired from the group's now defunct competitor, Springtex, in the last quarter of the year

Mashold comprises 10 mail order catalogue companies which sell COD It claims

# Help in choosing your career

179

**By PEARL MAJOLA**  
LACK of adequate vocational information has led to many people choosing the wrong career

Once again, as the end of the year nears, many matric pupils have to make that difficult choice

However, the Career In-

formation Centre, which was started at the beginning of the year, is there to help from Monday

It offers information on the various trades and professional and technical careers available in South Africa

Careers are divided into career groups, namely the

arts, commercial sciences, technical and so on

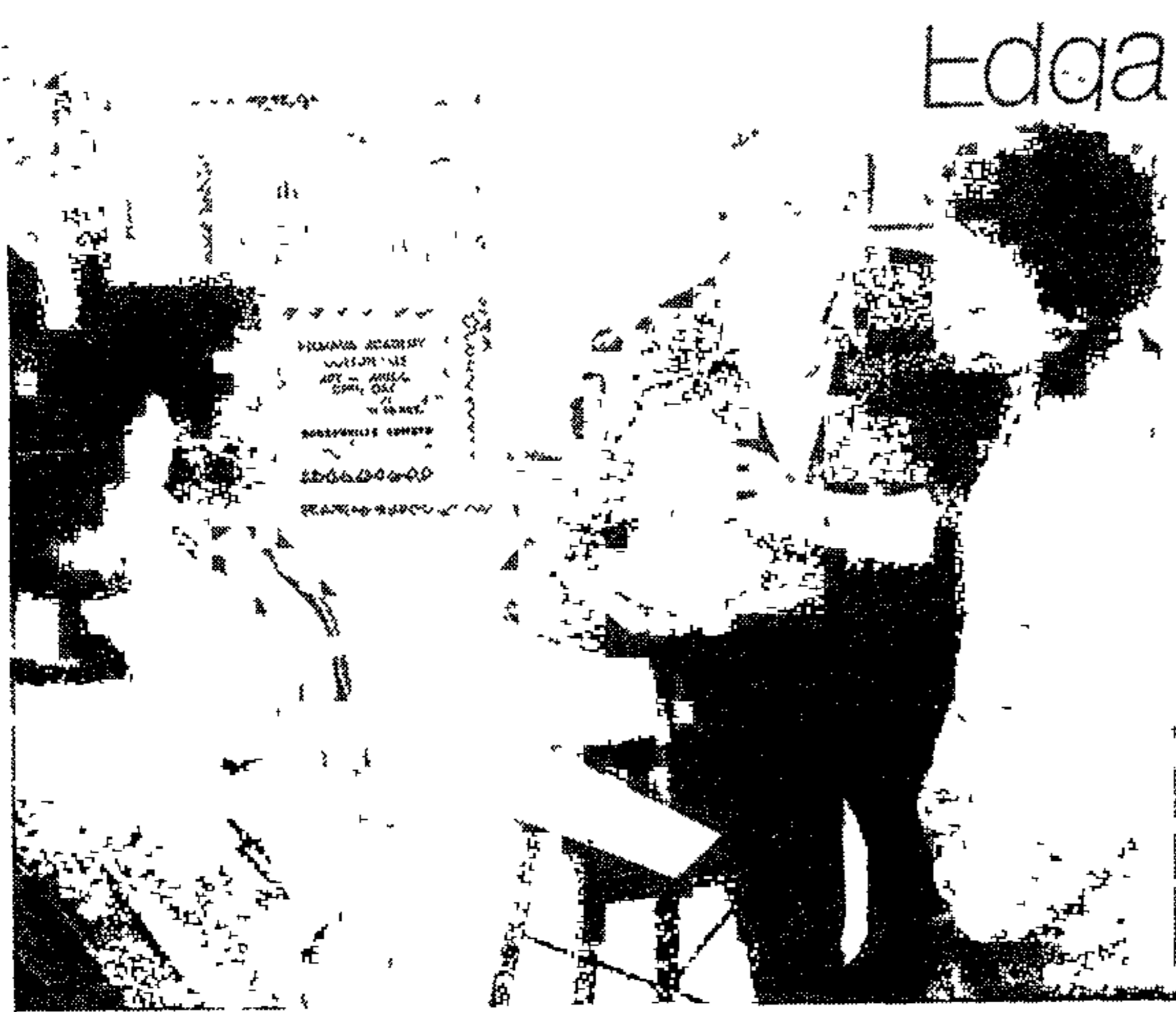
An index of career opportunities with various firms is available

## Variety

The centre also has video material on a variety of careers and companies

The duration of the course is four days at R50 a day, but it may be completed in one, two or four weeks

"We already have about 20 people who will be starting with us and we can take a maximum of 25 a week," said the centre's Anine Simonis



The only opportunity for pupils to learn about careers and the job market is through career exhibitions like this one.



CAPE

# Training centre for jobless opened

AR 6 U 5  
27/8/90

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By ANDREA WEISS  
Staff Reporter

A REGIONAL training centre for unemployed people in the Ceres area has been opened by Cape Administrator Mr Kobus Meiring.

The Boskop regional centre in Ceres, which will house about 40 trainees, offers a range of courses with emphasis on vehicle maintenance, stock, vegetable and fruit farming, occupational safety, working conditions, and the quality of life of farm workers and their families.

Mr Meiring praised organised agriculture, the local authorities and commerce and industry for pinpointing needs.

The Boskop project was started 13 years ago by the SA Agricultural Union and registered in terms of the Manpower Training Act. Boskop now has a staff of 180 with 45 mobile units, a head office in Potchefstroom and branches in Tzaneen, Bethlehem, Middelburg in the Cape and Ceres.

"The necessity for an acceptable political dispensation, a democratic society and a healthy economy are not the only challenges facing us," said Mr Meiring in his opening speech.

"We must consider and provide for those needs of people directly related to their quality and enjoyment of life.

"If not, solutions for all the other delicate matters will be short-lived and we will be faced with chaos."

# Demand for basic business skills pushes up student numbers

More blacks are receiving standardised, basic business skills training and career guidance as franchised educational centres are established countrywide.

The Academy of Learning (AoL), one of the largest franchisers of training, has trained more than 32 000 students since its inception in 1985.

AoL managing director Sue de Roos says the number of black students is increasing at its 40 branches, three of which are owned by black franchisees.

Black trainees now make up 46 percent of the AoL's total enrolment compared with 17 percent last year and 7 percent in 1988. Blacks made

up some 4 000 of the 9 000 trainees who underwent audio-visual training courses last year.

She says diplomas issued to successful students by AoL, the first finalist in this year's "Franchiser of the Year" award, are recognised by the Department of Manpower, which also uses AoL centres for the training of unemployed people.

Ms de Roos expects more black franchisees to open up training colleges over and above the three established, black-owned franchisees based at Umtata, Pietersburg and Johannesburg.

The most recent of these, started in January, is in Mar-

ket Street, Johannesburg.

Asked to state the case for franchised, basic skills training, AoL Market Street owner Joe Vezi says franchised training meets the need in a new SA to educate students to become self-reliant.

This means educating them to achieve a balance between the practical world and academic world, he says.

"The official black education system does not achieve this and as a whole it has always had a poor foundation, leading direction while failing to provide any career guidance back-up at school."

"Aggravating the loss of direction in students is the fact that they are compelled

by social and economic circumstances (sometimes both) to attend local secondary schools where subjects such as accountancy, mathematics and Latin are not offered.

"Consequently the student has little chance following a commercial, science or legal career unless the parents are prepared to pay for private lessons."

One way round the problems facing blacks as well as many students from other race groups in similar circumstances is to offer standardised skills-training opportunities with nationally recognised diplomas.

AoL courses are self-driven and well developed and capa-

ble of being run anywhere with a minimum of equipment. Supervisors are trained to meet AoL standards.

Students must be able to absorb the courses with minimum supervision, however, and know that once the courses have been completed, a level has been reached that will be acceptable to employers.

Mr Vezi says his branch has provided a number of matric students with practical four-month book-keeping classes. These include informative sections on PAYE, UIF, GST and RSC levies.

His graduates are now successfully employed as accounts clerks with banks.

# SOWETAN BUSINESS

## Workers are a valuable asset

Most business owners spend a lot of time and money in hiring, training and developing their employees. This is a real investment even if it doesn't show on a balance sheet.

Well-trained, experienced workers are a most valuable asset. They are not easily replaceable

So owners do not want their workers to be injured in an accident and they take care to see that the chance of an accident is reduced as far as possible. Machines have proper guards. Workers must have proper protective clothing.

*sowetan*  
**Safety** 30/4/90

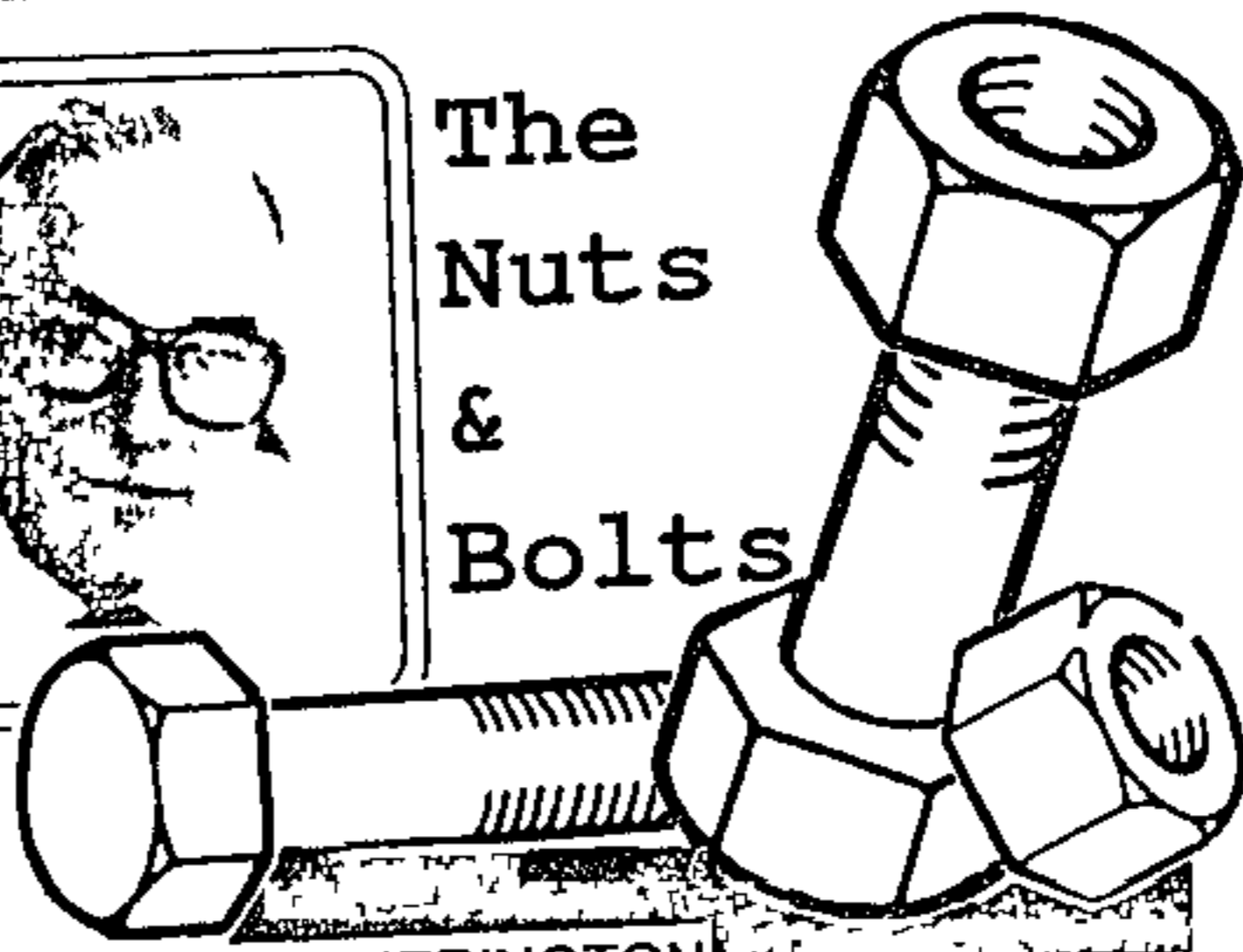
They are also shown how to use equipment safely. Nothing is left lying around where people could trip over it. Unsafe electric cables are replaced. Motor vehicle are roadworthy.

But even with all the care in the world, accidents can happen. What then? If one of your employees is injured as a result of working for you, and assuming that the injury was not because of the blatant stupidity or drunkenness of the employee, then the employee can take you to court and claim damages from you. It can cost you a lot of money.

If, however, you have registered, as you are sup-



The Nuts & Bolts



By IAN HETHERINGTON

posed to, under Workmen's Compensation, the employee cannot sue you. Instead, he can claim and receive compensation for his injury from the Workmen's Compensation Fund. This includes compensation for medical expenses, and it includes financial provision for his wife and children if he should die.

### Register

Every employer who employs one or more employees, other than domestic servants or employees earning more than R36 000 a year, is required to register for Workmen's Compensation.

This is not just employers who run manufacturing businesses. It includes employers running shops, offices, transport businesses and farms as well.

You register as an employer on a registration form obtained from your nearest office of the De-

partment of Manpower. One of these offices is on the 11th floor of Conlyn House, 156 President Street, Johannesburg.

You must then keep records of wages paid and of any accidents. And you must pay a small percentage of your wage bill, annually to the Workmen's Compensation Commissioner. You cannot deduct these payments from your employees. You must pay them.

### Cost

But it does not cost very much. The amount varies according to the danger inherent in your business. Thus a dressmaker or tailor has to pay only 0.15 percent of the annual wage bill, an upholsterer has to pay 0.55 percent and a welder has to pay 0.75 percent.

If you are careful and have very few accident claims you can get a partial rebate every three years.

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## Accountants 'developing skills'

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NEIL YORKE SMITH

NEWLY merged accounting firm Deloitte Pim Goldby has formalised its approach to educating and training black professional staff.

In addition to Deloitte's internal human resource development, the firm is also getting involved with clients to assist in their economic empowerment programmes, the firm's New SA Group joint partner Jeffrey van Rooyen says.

He says Deloitte's is committed to developing skills in the black business sector and improving efficiency and productivity in the black community.

# Educate the workforce for a healthy economy!

South 619-129190  
From XOLA SIGONYELA

179. (S)

PORT ELIZABETH. — Higher levels of education on the factory floor will eventually lead to a healthy economy, ANC leader Mr Govan Mbeki told a press conference on literacy here this week

In that way, a strong workforce can be developed to take instructions easily in the language used to train people how to use machines.

The press conference was organised by the regional Literacy Cooperation to outline the group's activities around UN International Literacy Day on September 8

The group comprises seven literacy projects in the Eastern Cape and Transkei

They are the Eastern Cape Adult Learning Project (Ecalp) in Port Elizabeth, Masifunde Education Project in Grahamstown, Zingisa Education Project in King William's Town, the Border Council of Churches Education Desk in East London, the Umtata Literacy and Advice Centre, Calusa Education Project in Cala and Yoluntu in Burgersdorp

Activities leading up to September 8 have planned for this week. They include picketing in all the centres involved

Ecalp coordinator and regional spokesperson of the ANC, Mr Mike Xego, said contacts had been established with the South African Transport Services (Sats) to hold classes with illiterate workers

The literacy projects coordinators hailed the positive response from some farmers who assist in teaching people living on their farms

Mr Gerald Mkhele, a rural coordinator based in Grahamstown, said people were first taught to read and write in their own language, Xhosa.

He said Xhosa classes were also held for those who could read and write English, to help them understand the language.

During the press conference, the government was accused of not being concerned about the issue of illiterates — PEN

# Improve educare skills

South 619-129190

By MUSA NDWANDWE

MOST educare workers have not been to school, therefore cannot read or write. This is what the Vumani Preschool Project is determined to change.

The project was started in 1984. Its activities include working towards improving the skills of the educare workers.

Educare workers are special in that they prepare and equip our young children with the values, ideas and skills needed to build a new society," said Ms Gloria Britan, a Vumani Project worker.

"Whether they are doing this as domestic workers, workers at a centre or as childminders, they are all important in the child's early development and stimulation.

### Vital

As educare workers introduce children to the world that is to be their future, it is "more than vital" that they must be literate, according to Britan.

Although there are no specific statistics on the illiteracy rate of educare workers, organisations involved report that almost all are either semi literate or have never been to school.

The Vumani Project is one of the few organisations in a campaign to "educate" educare workers.

Education and an awareness campaign are among the project's priorities.

The Vumani Preschool Project held a conference in June at the University of Western Cape where a list of demands of the educare

workers was made.

High on this list was the issue of adequate training and education of educare workers.

That many educare workers are illiterate is a direct result of society's ignorance of these workers' crucial role in society, argues Vumani.

### Activity

"These issues have been swept under the carpet for many years," said Britan.

Education of the educare workers is not the only issue that Vumani aims to highlight. Investigating the general working conditions of the workers is part of Vumani's area of activity.

These conditions include low wages, long

hours, inclusion in the Labour Relations Act and the improvement of their living conditions.

One of the biggest concerns of the organisation is to involve the parents in the education of their children.

The centre is also involved in attempts to analyse the link between the child, the family, and the systems of gender, racial and economic oppression which affect preschool education.

"If we want to prepare today's children to be part of a common South African community of the future, we have to create a type of preschool educare that will prepare children for such a future," said Britan.



Preschool educare prepare children for a common South African community



A co-worker at Khanyisa Creche in Nyanga East

# Restructuring offers training opportunities

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THE impact of technology on the Information Systems Division (ISD) on end users and customers has been nothing short of staggering

In five short years, the bank has developed a network of some 680 ATMs which allows customers direct access to their accounts instead of having to go into branches and interact with tellers

This, says ISD assistant GM personnel Noel Agar, has led to organisational restructuring and opportunities to flatten management hierarchies or pyramids

"We are effectively 'rightsizing', so we are removing some layers in the pyramids and redeploying

people Retraining opportunities abound"

The bank is also taking steps to improve manager to worker ratios to take advantage of technology and cut the level of bureaucracy common with hierarchical structures

## Interactive

This is making the bank a less structured and more interactive organisation, which is benefiting the group and customer alike

"We're effectively altering job roles. The responsibility of people and skills needed differs from past requirements."

While some staff adapt readily to the changes, others resist it, but the bank offers counselling to ensure

those resisting can be taught new skills which make them happier about their changing roles

Job descriptions in the information systems division are also changing. Wider job descriptions are becoming common so staff can perform a few different functions

"These changes, in turn, impact our recruitment, training, staff appraisal and compensation systems," he says

It's obvious that with flattened pyramids and "de-layering", the organisation is changing career opportunities, so FNB has rationalised opportunities for career growth among its IS staff and this has ensured more stability

# Staff can control their career paths

IMPROVING the quality of work life for staff at FNB is central to its success in attracting and retaining skills

ISD assistant GM, personnel, Noel Agar says the company is actively involved in participative management

"We're trying to increase employee involvement and career ownership.

"The latter concept is born out of increased involvement and participation, because staff have a say in their career development and planning and are encouraged to believe in their careers

"This way, they have greater ownership of their careers," he says

The bank is intensifying its career counselling efforts and this is improving the overall quality of work life

Appraisal workshops are held, with leaders being taught to share vision with their teams and develop their subordinates

"Human resource management must be practised by line managers who are responsible to their staff"

In 1986, downsizing began Agar says management during a growth phase is quite different

from that when downsizing is implemented

"During the downsizing period we placed tremendous demand on our managers and found there was a need to address issues such as stress management, time management and shared values

"For many years, we were in a task-orientated environment, and we're now involved in changing this culture, which is hard to manage, into a more people-orientated environment where there's a better balance between tasks and people"

## Reaped

Benefits are already being reaped Staff turnover has dropped to about 15% over the last eight months compared to an industry average of around 28%

"Staff are happier because we are integrating our human resource efforts, whether training, assessments or other factors Staff are assessed biannually and their training needs and aspirations pinpointed"

But the most important aspect is the attention given to the growth and development of people through more effective human re-

source management on the shop floor

Much attention is placed on extra-mural study, which is sponsored by FNB and can include management development courses at universities or international secondments for specific project training and building leadership competency among staff

To support this, the bank has some of the best training facilities in SA

Its Sandown-based management training centre is geared to teach management skills, while its Selby and Randburg centres offer more IS skills-specific training using interactive video techniques FNB's new training facilities are among the most advanced in SA

Video libraries are also available for staff to train in their own time

Agar says "With the supply and demand of IT staff so out of kilter, people are sometimes promoted beyond their capabilities

"This impacts on their growth and development as well as that of their subordinates We are trying to prevent unnecessary over-promotion and are paying more attention to the selection process"



# Bifsa plans training revolution

By MAGGIE ROWLEY,  
Business Staff

THE Building Industries Federation of South Africa (Bifsa) is set to revolutionise and formalise training in the industry in a major bid to improve building standards throughout the country

Bifsa's executive director, Mr Neil Fraser, said the present system of apprenticeship, whereby a minor was indentured to an employer for a fixed period by means of a contract, was outmoded and had failed dismally to provide qualified artisans

A new system of training had been drawn up and distributed to the industry for comment, and feedback had been "enormously positive", he said

"We hope to get started early next year and will go all out with training."

"While we are concentrating now on getting our own house in order, and this is a long-term project as there are many people in the industry already who need this training, we are hoping to promote the system throughout the subcontinent

"If all countries in southern Africa have the same training system it will mean that when activity levels are low in one

country artisans and supervisors will be qualified to move elsewhere for work."

Mr Fraser said only about 12 to 15 percent of the 200 000 existing registered workers in the formal sector of the building industry had received institutional Bifsa training and the number of those entering the industry for formalised training had dropped off sharply in the past 20 years.

Reasons for the failure of the present system included

- The fact that the employer had to contractually undertake to employ the apprentice for a period of three years although he himself had no assurance of continued operation owing to the cyclical nature of the industry;

- The employer had to undertake he would train the apprentice in all facets of the trade, but the nature of one contract differed from another and the type of construction the employer was involved in during that period might not lend itself to training in all aspects of the trade,

- Continued interruption of the apprentice's attendance at Bifsa training colleges was a deterrent to employers taking trainees on, and,

- The automatic promotion to artisan status once the three-year apprenticeship had been served irrespective of competency or whether the apprentice had passed trade examinations during this period

These problems had contributed to apprenticeship registrations plummeting from more than 6 000 in the 1970s to about 200 this year, he said

Mr Fraser said the old system would be replaced by a modular training system whereby trainees would be able to work at their own pace and only proceed to a higher level once they had gained a measured competency in the previous level.

"There is also a certain amount of stress on self teaching through manuals, videos and so forth. All in all the system will allow each person to progress at their own rate. Those who do not succeed in passing the entire course will not qualify as artisans, but will be competent in those modules they have passed and will consequently be able to find work in those areas," he said

To qualify as an artisan, a trainee will have to pass the N1 and N2 examinations, Bifsa trade examinations and serve

an internship of a fixed period in the industry. The period of this internship — either 12 or 18 months — was still being debated in the industry, he said

In the past Bifsa could only train those people who were taken on as apprentices through companies

"But now, owing to new legislation, we will be able to train anybody wishing to enter the profession and this training will be funded by the industry through our levy stamp system

"The greatest benefit of this is that we can concentrate on training in the bad times, where before that was when companies cut back on apprenticeship intakes. As a result, when the economy picked up, they did not have the qualified staff," he said.

Bifsa was also considering introducing literacy and numeracy training, which in the long run could result in attracting and training people who presently did not qualify for an apprenticeship

"Through these programmes we intend bringing them up to the required level to qualify for training in the industry," he said

# New group to promote blacks' aspirations

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[scribble]

Sowetan 28/9/90

SOWETAN business editor Thami Mazwai is to talk on Nation Building at the official launch of the South African Black Technical and Allied Careers Organisation at the weekend.

A spokesman said the launch will be held at the offices of the Development Bank of Southern Africa in Midrand tomorrow.

Sabtaco is an organisation concerned with the interest, coordination and promotion of black technical and allied professions such as engineers, architects, town planners, land surveyors, quantity surveyors, building scientists, development economists and associated



technicians and draughtsmen

Its purpose is to empower and address the unique problems, needs and aspirations of blacks.

It also aims to coordinate the activities of these professionals and strengthen their capacities to undertake varied development projects

The spokesman said Sabtaco came about as a result of a number of problems

These include un-available technical orientated education within black communities, insignificant role played by black tech-

nical experts and prejudice inhibiting black consultants to participate in the development of the country and their local areas

"Although Sabtaco's name is qualified by the term 'black', its membership is open to everyone. The membership is divided into corporate and non-corporate members," the spokesman said

He added that interested, but not necessarily paid-up members within the cited disciplines exceed 300

He said since the formation of the organisation this year, much has been achieved and more is expected to be achieved after the launch

# ANC puts out feelers for staff

THE African National Congress has gone on an extensive employment drive

The organisation, which was unbanned on February 2 this year, is also looking at ways and means which will ensure that an equal number of people inside and outside the country are employed within its structures

In an interview with Saturday Star, ANC spokesman Jill Marcus said there was a dire need for manpower within the organisation's structures

She said the finance department in particular needed skilled people

"We are in need of staff all round. At present we have a not-enough staff of 120. We are looking at ways of ensuring that exiles as well as people in the country will be employed equally," Ms Marcus said, adding the process might take a long time

She said exiles who would be employed by the ANC would be those who wished to stay with the organisation. "Some of them might want to take on other jobs as part of an orientation to their

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mother country," she added.

Ms Marcus said prospective ANC employees would be taken into employment only on the basis of their skills — and not according to "who knows who"

The number of posts available depended on the amount of money the organisation had

Two weeks ago, the ANC advertised 24 positions in a weekly newspaper

Vacancies advertised varied from secretaries, an information systems manager to a national accountant. Most of the posts advertised were in the ANC's treasury department

Asked what kind of salaries the ANC paid its employees, Ms Marcus replied "Our objective is to pay people a living wage and we try very hard."

She told Saturday Star the ANC had started 350 branches countrywide.

The number would increase, as many new branches were in the pipeline

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# Eskom spreads its expertise net all round the country

ESKOM has 12 regional and 52 district management points

Expertise is thus available in all districts to assist local authorities and customers in planning installations and finding the most effective and efficient means of using electricity

Eskom distribution and marketing GM Randolph Forbes says "We're available to provide assistance in many areas, but have to prioritise where it's feasible to provide power"

Strategy for the future centres of technology recognised the need to have a fresh look at standardisation, deregulation and technology processes

During the last couple of years, Eskom has facilitated, with municipalities, government engineers, the SABS and others, a working group to study distribution technology in townships

"We're able to use modern technology which allows overhead, bundled conductors instead of more expensive but aesthetically pleasing underground cables, for example

"It is now possible to have safety but cut costs by 50% a stand compared to the cost of Soweto's reticulation"

## Affordable

Modular, simpler systems are providing the appropriate technology for developing areas to make reticulation affordable

"The bottom line is to ensure affordability and optimum use of electricity"

Over the last three or four years Eskom has introduced a marketing philosophy which does not centre on selling electricity but is focusing on the benefits of using this form of power.

# Distribution and marketing

|                                  | 1990 | 1995 | 2000 | 2010 | 2015 |
|----------------------------------|------|------|------|------|------|
| Population                       | 38   | 43   | 49   | 63   | 71   |
| With electricity                 |      |      |      |      |      |
| Households                       | 2,4  | 3,4  | 4,9  | 8,4  | 9,9  |
| People                           | 14,8 | 20,7 | 38   | 38   | 38   |
| Backlog if nothing done          |      |      |      |      |      |
| Households                       |      | 4,6  | 5,6  | 8,1  | 9,4  |
| People                           |      | 28,4 | 34,4 | 48,6 | 56,6 |
| Targets                          |      |      |      |      |      |
| Households                       | 0,1  | 1,5  | 1,0  | 1,8  | 1,5  |
| People                           | 0,6  | 6,1  | 9,1  | 10,5 | 9,0  |
| % of population with electricity | 38,9 | 40,2 | 60,5 | 79,9 | 83,4 |

"We're constantly assessing customer needs and supplying the right quality at the right price"

Eskom has education and development centres which focus on finding the most energy-efficient appliances and has information and demonstration centres around SA

The Agrelek programme is for the farming community, an important domestic and industrial electricity user

Similarly, the Rosherville-based Industrelek is aimed at medium-sized industrialists, helping them see how to efficiently manage their electricity use

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# New group aims to boost black technical skills

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BY SELLO MOTLHABAKWE

A NEW organisation catering for black professionals in the engineering and related fields was launched at the Southern African Development Bank this week.

The launch of the South African Technical and Allied Careers Organisation (Satabco) coincides with numerous Nation Building events being hosted by the Sowetan countywide.

The major objective of Satabco as expressed by its first president Mr James Ngobeni, at the

launch, was to address the huge backlog in technical and technically orientated skills in the country particularly among the black community.

In Ngobeni's view this backlog was created by an education system that is biased against technical skills training in general.

He went on to say that Satabco is geared towards mobilising black professionals and involve them more meaningfully in wealth creation and the economic development of the country.

Sowetan Business editor Mr Thami Mazwili who was guest speaker at the launch said the country's past and current methods of career selection as applied in the schools was at variance with South Africa's immense needs.

"Instead the system is producing generation after generation of unemployable people," he said.

# Shortage of accountants could impede economy

By MONDLI MAKHANYA (179)

UNLESS there is an intensive campaign to train accountants, the eagerly awaited "New South Africa" faces a severe economic crisis, says former president of the Association of Black Accountants of Southern Africa, Jeffrey van Rooyen

Van Rooyen, who recently won an award from the American National Association of Black Accountants for his contribution to increasing the number of black accountants in South Africa, believes the shortage has far-reaching implications

"The development of businesses will be stunted and they will not have access to the technical expertise accountants offer. This in turn will lead to increased unemployment and slower economic growth."

Most accountants are employed in the corporate sector, leaving the rapidly expanding small business sector unattended. This is detrimental to the campaign for black economic empowerment, he says.

"It is important to create opportunities for black businesses and make them more meaningful in generating wealth. We can't achieve this success unless there are accountants who can identify needs and weaknesses of the business."

Van Rooyen was recently appointed managing partner of Deloitte Pim Goldby. He will soon merge his accounting practice, Van Rooyen and Associates, which is one of the biggest black practices in the country, with Deloitte. He is also to head the firm's New South Africa Group, which is involved in stimulating black business.

Van Rooyen earned his degree through Unisa while working as an articled clerk and in 1985 he became a founder member and first president of Abasa. He is still a patron of the organisation.

The chartered accountant, who is to co-lead a delegation of 80 black South African businessmen and economists on an educational tour of the United States, said the future "does not look too bright."

At present there is a dearth of black accountants. Of the country's 13 000 chartered accountants, only about 200 are black and of these 29 are African.

The number of black students taking accounting at universities is negligible and of these a small percentage graduates, says Van Rooyen.

"Not enough blacks are going through to universities and the major challenge facing us now is to address these imbalances. Unless we address these problems now the effects will be to the detriment of the economy in a future South Africa."

Most of the blame for the crisis in accounting can be laid at the door of the country's



Jeffrey van Rooyen outlook is not bright

education system. The education system will need to be overhauled, he said.

Until recently the University of the Western Cape was the only black university accredited by the Public Accountants and Auditors Board to train chartered accountants.

In March the University of Transkei was given accreditation. Cape Town and Wits universities have also undertaken to increase their intake of black students.

While steps are being taken by the universities, little can be done about the situation in secondary schools. "That can only be addressed by a future government. While private initiatives are welcome, at the end of the day they can only achieve a certain amount of success," he says.

Affordability was also a major problem. Van Rooyen says Abasa has adopted programmes aimed at alleviating the crisis. After its formation Abasa began contributing to the Chartered Accountants Eden Trust, which grants bursaries to black accountancy students. So far 160 bursaries have been granted.

In addition to an academic support programme, which provides accountancy tuition for part-time university students at a training centre, Abasa also runs a school for accounting technicians.

He criticised many accounting firms for not doing enough to train black accountants and for stifling the upward mobility of black employees.

The New South Africa Group will help business gain access to capital as well as managerial and technical skills. It will also assist Deloitte Pim Goldby's corporate clients to become proactive in black empowerment.

W/Mant 5/10-11/10/90

# Building industry facing another tough year

By Frank Jeans  
The building industry can expect at least another tough year on the back of the economic freeze, although the deterioration in trading will not be as bad as the slump years of 1984-85

This message comes from Mr Neil Fraser, executive director of the Building Industries Federation (Bifsa) ahead of the federation's annual congress which begins in Durban next Monday

While welcoming the State President's gathering

momentum of reform, Mr Fraser believes that the positive effects of the political initiative will be felt in the industry only in the medium to long-term

"The nature of our industry is such, that we have a relatively long lead time in reacting to the economic cycles and, while we are highly optimistic in regard to the future of the country and the role we will play in the new South Africa, we do not believe we will experience any meaningful improvement in trading conditions until

the latter part of 1991," he says

While he sees labour costs stabilising, certain material costs continue to increase at an "unacceptable rate"

On the other hand, overall building cost rises are showing definite signs of moderating against rapidly increasing competition in tendering

Commenting on the residential market, the Bifsa director says "Building activity in the private sector remains unsatisfactory,

particularly with continuing high bond rates and many contractors have experienced great difficulty in the black residential market."

Referring to the greater co-operation between the industry and the professions, Mr Fraser points out that next year will see the launch of a new form of contract which will "reflect a major improvement on existing documents"

"We will also be launching a massive initiative in

in the pipeline has dropped sharply in recent months, especially when compared with the sharp rises that occurred during the economic upswings of 1980-81 and 1987-88," says the survey

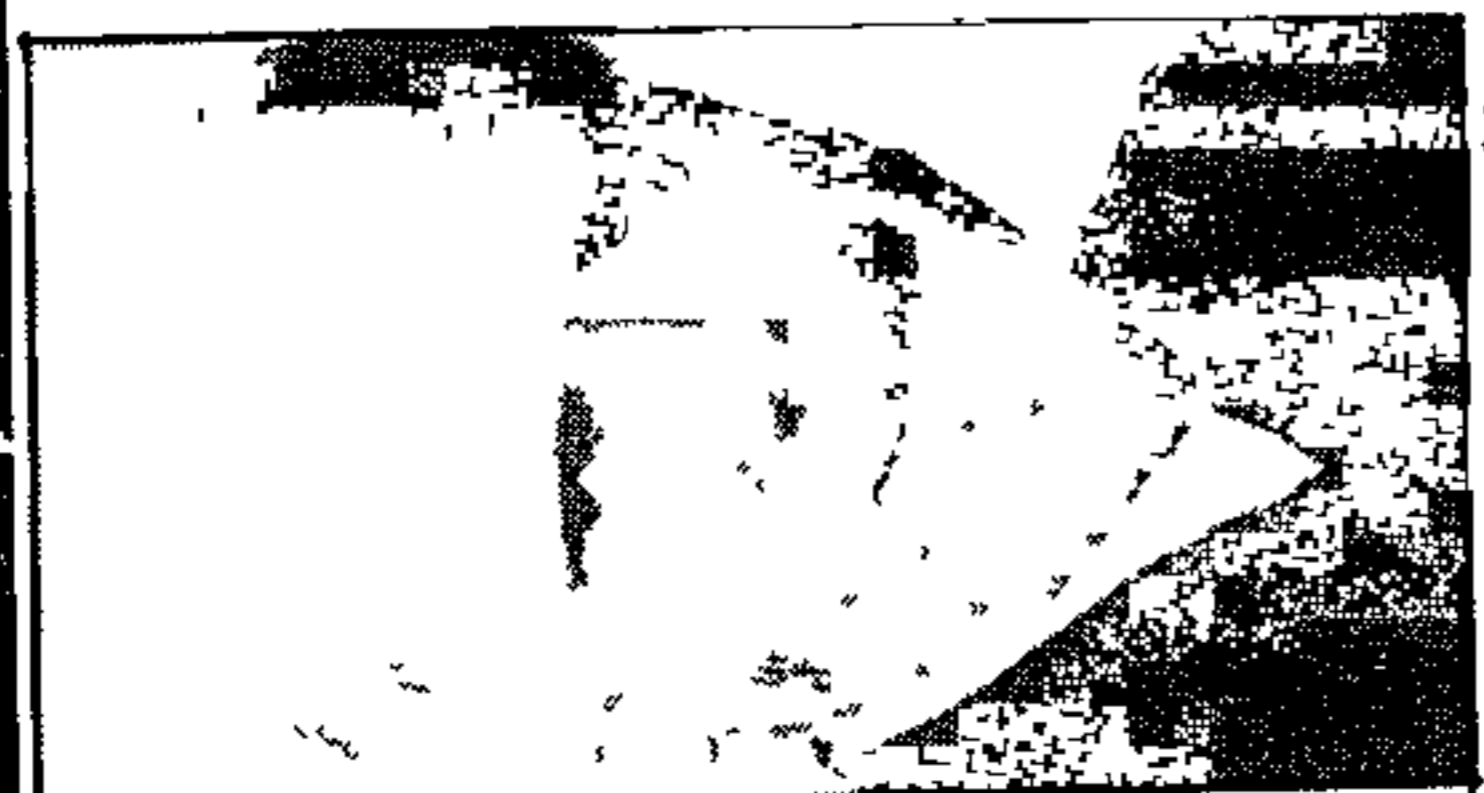
Expecting conditions to worsen further over the next six to 12 months, Housing Trends claims that a significant number of township developers and home-building companies have left the industry

Of the 32 companies active in the white housing market in the 1981-84

period it is believed that only seven remain and a further two firms have announced their intention to withdraw

Says Mr Johan Grotsius, director of the NAHB "If we take into account the direct link between unrest and unemployment, one has to question whether it is not appropriate to lower nominal interest rates now that inflation is moderating

"High interest rates are having a very negative effect on an industry which is already depressed"



Neil Fraser — Launching new training initiative

PHOTO: J. VAN DER MERWE

# Govt, ANC Star 12/10/90 differ over disclosures

By Guy Jepson  
and Kalzer Nyatumba

President de Klerk left for Europe last night amid a storm over claims by the African National Congress that he had breached the confidentiality of the ANC's Monday meeting with the Government.

Addressing a press conference at Jan Smuts Airport, Mr de Klerk denied the allegation and in turn accused the ANC of a breach of trust in making public its own document on the meeting.

The ANC said in Johannesburg yesterday that recent events and Mr de Klerk's involvement in them had led the ANC to question the Government's bona fides and President de Klerk's integrity.

While the ANC had abided by Mr de Klerk's request that Monday's meeting should be kept confidential, the Government had not only leaked information about the meeting but had also "relegated its importance from a full summit to something less than a summit".

Although it had been agreed that neither party would say anything more than the brief joint statement released after the meeting, President de Klerk had told the Cape NP congress on the same day that the ANC and its leadership were adopting positions that would derail the peace process.

## Unfounded

The ANC said it found Mr de Klerk's allegations "in sharp conflict with the discussion held".

President de Klerk said at the airport the ANC document contained "many unfounded statements". The ANC allegations could only be based on either a statement he had made referring to a cut-off date for indemnities to political offenders or a speech he had made in Port Elizabeth.

The ANC had been fully informed beforehand in both cases.

President de Klerk said he believed the ANC had attacked him on the eve of his overseas visit because it was under pressure from the media in the wake of conflicting public statements made by its leaders and its adherence to a philosophy that had been discredited internationally.

● Govt aims at alliance — Page 3; Armed struggle — Page 5.

# Addressing students' dilemma

IT is a well-known fact that for many years now "career guidance" in black schools has been and is still very wanting.

Proof of this can be attested by going to any high school and asking this year's Standard 10

**SCHOOL GUIDANCE and COUNSELLING by Prof Mmutlanyane Zach Chuenyane (Published by Skotaville: R18,95)**

pupils what they intend doing next year after they complete matric

Out of every 10 pupils,

it will not come as a surprise if seven say they are undecided except that they would like to go and

pursue a discipline at university caught up in a state of need for change and an educational system under pressure to serve the needs of this changing society

It will also come as no surprise when one asks many black professional people today how they came into their current careers. Many of them will tell you it was by sheer accident or they merely wanted a profession.

With this state of affairs, the book by the author, Prof MZ Chuenyane, should be hailed as something that addresses the dilemma of many of our students. He is a lecturer in the Department of Health and Social Sciences at the University of Bophuthatswana

## Interest

In his introductory notes, he makes it clear that the book emanates from his interest in career guidance and from his cumulative concern about the apparently naive declaration of career plans by secondary school pupils he taught and counselled over a number of years in South Africa

He points out that school boycotts and protests have focussed attention, more than ever before, on a society

"An implication of all this is an urgency today that demands a close scrutiny and critical evaluation of the educational system in all its entirety," he says

The book makes an interesting observation when it says interests are important in that they can help students to begin to think seriously about educational planning, vocational exploration, and eventually career development.

It notes that many young people seem to be unaware that the choices of subjects they make and other activities they participate in at school can influence vocational choices which will affect their future lives

It says lack of information about the various vocational opportunities available to persons who have reached a certain level of education limits their choices and the ultimate realisation of their potential.

Nkopane Makobane

Sowetan 18/10/90

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# Tips for designers

Sowetan 17/10/90

The South African Fashion Designers Association (Safda), in association with the training department of a leading departmental store, held an all-day seminar for its members and other interested people in Crown Mines this week.

The purpose of the seminar was to help fashion designers improve their negotiating skills when entering new business deals and to encourage them to put more emphasis on the quality of their work.

Participants at the seminar were addressed on training of buyers and planners, negotiation skills, quality assurance and visual merchandising by experts on these fields.

## SKILLS

"This was one of many seminars and meetings we plan to have to help our members improve their skills and their businesses," said Safda president, Sonwabile Ndamase.

"We had a very good response to this seminar

## Funds

Safda was started in 1986 with the aim to raise funds for the development of fashion designers through education and training of members, provide economic empowerment for them and to find a market for them, especially in the mainstream fashion industry.

"Our long term goal is to find factory premises and a training institute that will give our members the necessary facilities to enhance their skills and create opportunities for them to exercise their natural talents," said Ndamase.

Tanya Logan of Childline and a friend during the prize-giving ceremony for the Childline poster competition for schools held at Sandton City. Childline is a non-racial telephone counselling and referral service for abused children and their families under the auspices of the Southern African Society for Prevention of Child Abuse and Neglect. They can be contacted at 484-3044.

WOMAN

# Tips for designers

## WOMAN

Sowetan 17/10/90

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"We had a very good response to this seminar

and I am very happy about the way it went. I hope that our members benefited from what they learned and will not hesitate to come back and ask questions if they still need clarification," he added.

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# SA's 10 human resources priorities

5 times 21/10/90

PROFESSOR STEPHEN BLIEN of the industrial psychology division at Wits University identifies 10 top human resources research priorities as revealed by a survey of 365 respondents from human resources practitioners, line managers and academics.

The top five in order of priority are productivity, socio-economic-political impacts on human resource management, management

training, skills training and worker participation. Respondents say they would like to understand the wide range of factors that influence productivity. They also feel it is important to research the applicability of proven overseas techniques on SA organisations.

Respondents feel that attitudes and expectations should be analysed in the light of socio-political development. Many expressed concern that worker attitudes and expectations may be unrealistic and potentially damaging. They say that skills training should take place on a massive scale in order to compensate for poor education. Worker participation is seen as a key human resource growth area in the 1990s that will yield significant benefits for organisations.

Advantages include achieving common organisational values and beliefs, increased quality of working life, integration, and labour-management relations. Worker participation is seen to be vital for free enterprise. Most respondents would like to see research done on local and overseas worker participation schemes so that acceptable models can be applied in SA.

# SA will face shortage of skilled manpower

Sowetan 22/10/90

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SOUTH Africa will have a deficit of more than 500 000 skilled workers by the year 2000, according to the executive director of the Education Foundation (TEF), Dr Johan van Zijl

Addressing 1990 Bifsa Congress in Durban, he said the skilled category included professional,

technical, highly skilled, executive and managerial groups.

By contrast, the country would have an unemployed surplus of 2,7 million unskilled workers.

"These figures confirm an alarming shortage of skilled manpower, which will seriously inhibit the economy's

growth performance unless appropriate policies are developed and implemented," Van Zijl said

Identifying the school dropout rate as a major factor in the overprovision of unskilled labour, he said a quarter of black pupils did not progress beyond Grade I.

"These people go into the world without even the most elementary literacy levels, and are relegated to peripheral and powerless positions in society"

## Serious

Van Zijl said only three percent of the country's total workforce of 11 million had post-matriculation qualifications with a further 31 percent having completed secondary schooling

"This means that 66 percent of our total workforce, the equivalent of 7,3 million, have only primary schooling or less. If we are serious about turning the economy around, we have to take urgent

remedial action both within the school system and beyond it in literacy, numeracy, bridging and vocational programmes"

He put forward several recommendations

- \* Focus investment on pre-primary centres as incubators for social coordination and creative spirit, and on primary education itself.

- \* Remove negative connotations associated with "vocational education" by introducing the concept of "career education", an idea recommended 10 years ago by the de Lange Commission but never acted upon

- \* Develop "Magnet Schools" which would teach a specialised curriculum to provide in-depth study of interest

- \* Through an incremental approach, children should be taught through the medium of their home language to start with before gradually introducing a single medium of instruction - English

arts advice living arts music arts

# Creative art for young & old

South 25/10 - 31/10/90

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**THE Community Arts Project (CAP),** based behind the stone brick walls of an old church in Chapel Street, Woodstock, and at Community House in Salt River Road, Salt River, is full of creative energy for young and old.

The project began in 1977 and has since developed into a progressive, non formal education and training institute.

CAP's four projects — the Visual Arts and Crafts, Children's Arts, Popular Theatre Project and Media

— plan and implement full- and part time courses, run one off workshops and provide arts and media services to community, trade union and education organisations

CAP primarily serves communities with little access to the arts, crafts and media

The Visual Arts and Crafts Project offers a full time two-year course for cultural workers specialising in visual arts and crafts

Children's Arts Project offers an interdisciplinary programme which includes art and drama for children ranging in age from five to 17 years

The Theatre Project offers a full time two year intensive course for cultural workers specialising in theatre

The Media Project offers a full-time nine month course in media skills. The course is for trainees sent by their organisations to acquire media skills

Part time and intensive courses in the visual arts and crafts will be held in 1991 from February to June (first term) and from August to October (second term) at the Chapel Street premises

The courses are open to high school students and adults

The following courses will be offered

● Part time Theatre course — Street Theatre for Adults

The course includes street theatre techniques, methods of workshoping plays, song writing, clowning and at least

three practical projects

Participants must be prepared to perform on Saturday mornings and to rehearse more than once a week. If required. The course can accommodate 12 people

It will run from February to June 1991 every Tuesday from 5.30pm to 8pm

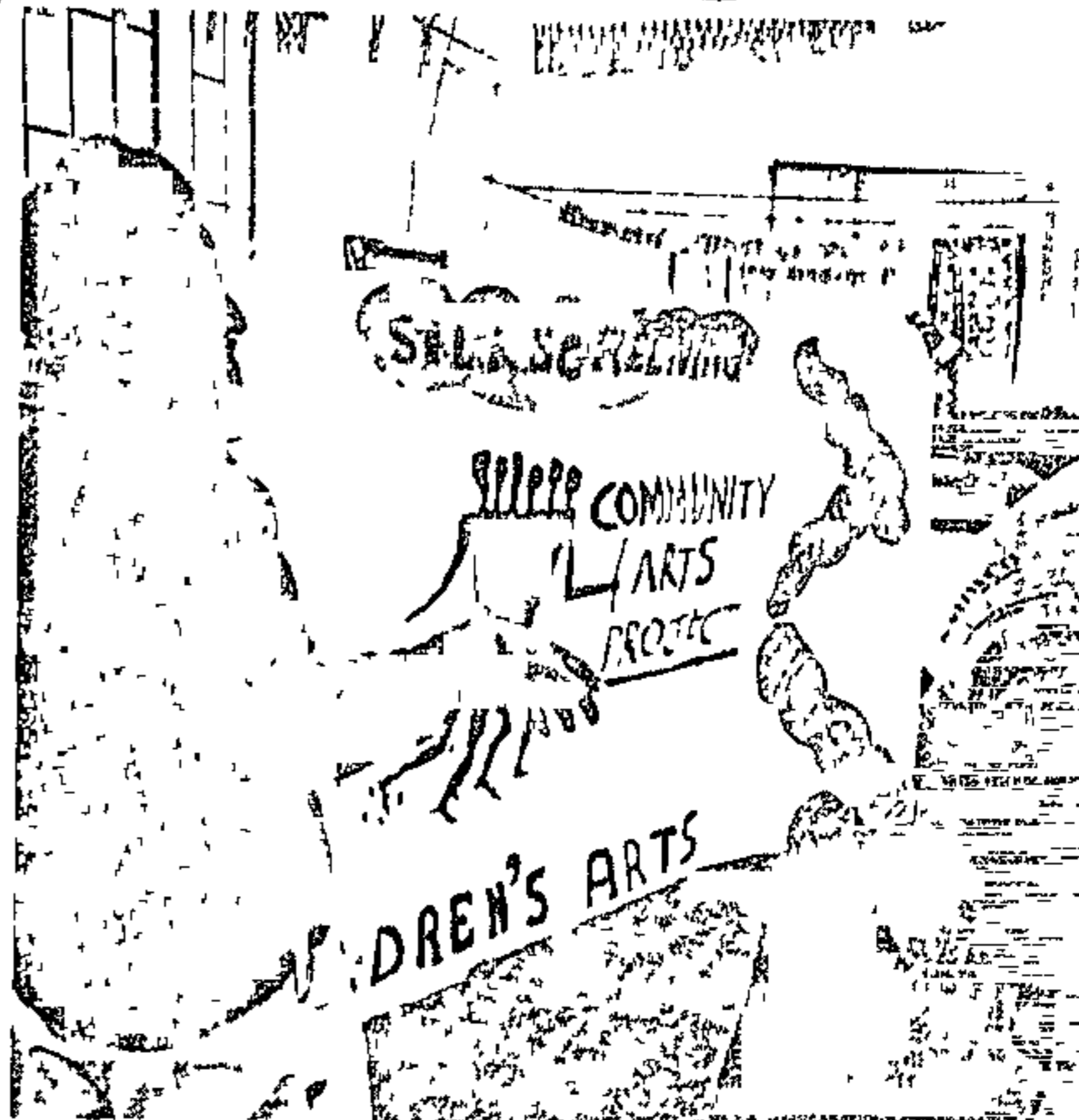
● Part time Art Classes

Classes in life drawing painting, ceramics, creative design, creative clay, sculpture and textile printing will be held

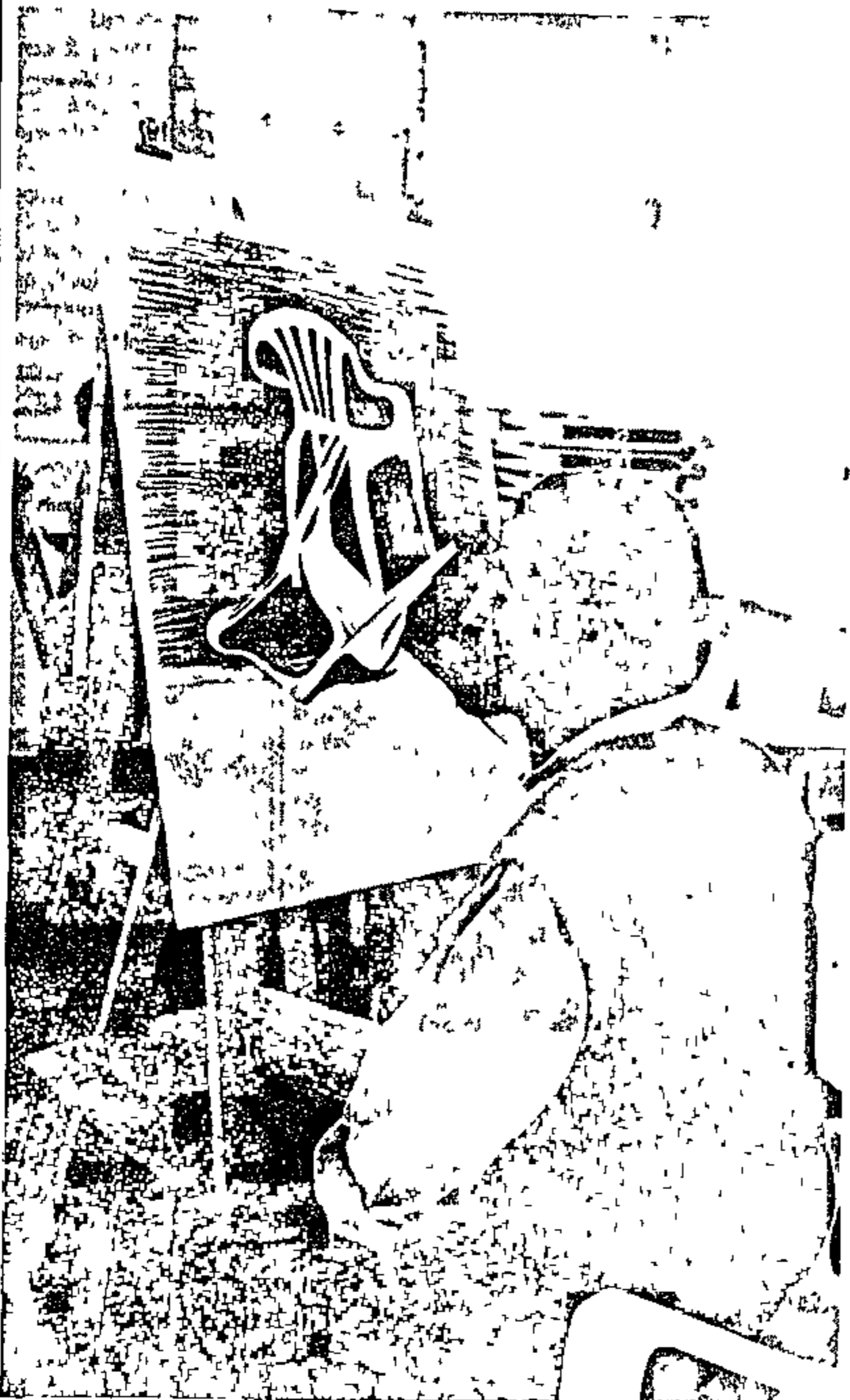
Students registered for Drawing and Painting Classes may join an "open studio" on Mondays from 2.30 to 5pm

A five day winter school is planned for the June holidays and will run from 10am to 5pm on weekdays. Please apply now as a maximum of 15 students can be accommodated

Applications should reach The Administrator CAP, PO Box 13140, Sir Lowry Rd 7900 by December 14 1990. Applicants will receive replies by January 28 1991



Cap offices will be a bustle of activity for both the young and old



The art classes will include life-drawing, painting, ceramics, creative design, creative clay, sculpture and textile printing

## Exhilarating theatre for all to see

"Die Park", directed by Marthinus Basson at the Nico Maïan Theatre, is an exhilarating piece that should be seen by all to whom theatre is important

It provides nearly four hours of painting and sculpturing the stage with light architecture movement and actorly invention

The play is a free ranging meditation (rather than an adaptation), done in the new German post modernist style of Shakespeare's "A Midsummer Night's Dream"

Both Strauss a major force in the modern German theatre, has brought Oberon and Titania to our age as tired but dogged figures who try to rekindle desire in modern humanity

They are figures of struggling

vulnerable inadequacy rather than magicians or mighty totemic representatives of the male and female principles

Antoinette Kellermann as Titania often nude and humiliated is — as always — a paragon of the committed actress Peter Butler gives a remarkably mature Oberon

As in Shakespeare's play they are at war over a young male figure, the Indian Boy here becomes the Black Boy whose character and meaning is underdeveloped but who is much like all the young people of the play — alienated violently obsessed with seeking a gratification that never materialises and is not even identified

Puck Oberon's servant is transmuted into Cipriano (finely played by Neels Coetzee) the magic artist as energator and catalyst

He makes magical figurines a couple of centimetres high by which Oberon seeks to change the perceptions of the lovers of the play, who are also alienated warring figures

Art replaces magic herbs and is subject to the same misuse and accident as the herbs are in Shakespeare

The lovers are involved in a dry, modern comedy of transference of affection and conflict, done in a style which blends farce and method acting. Mary Dwyer is remarkable as



Children will be incorporated in drama and

Helen and dominates the stage and her peers with what can only be called a splendid violence

Arnold Blumer's Afrikaans translation of the original German is demanding and Basson has not been merciful in cutting the text, but even with some what limited Afrikaans I was held throughout in a fascinating kind of purgatory

The final scene, which has Titania as a dowager to birthday only five people come is a tour de force of staging, the old lady serving her rec-

I kept thinking of Dante's Purgatory which is both and elating in its visual imagery. The stage is lit and in a long and beautiful nightmare that finally itself into a city park of dignity

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Antoinette Kellermann and Mudu Mkhize in a

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|--|---|---|
| <p><b>THE BAXTER THEATRE</b><br/>AT THE UNIVERSITY OF CAPE TOWN</p> <p><b>EXTENDED! EXTENDED!</b><br/>MUST END NOV 3 NOT TO BE MISSED!! BRILLIANTLY PLAYED BY SHALEEN IN POSSIBLY HER FINEST PERFORMANCE ON STAGE! — S Times</p> | <p><b>THEATRE</b><br/><b>A BIT OFF THE MARK!</b></p> <p>SAVAGELY FUNNY NIGHTLY 8.15 SAT 6.15 9.15<br/>SLOTS — Argus ADULTS ONLY</p> | <p><b>STUDIO</b><br/><b>GUYS &amp; DOLLS</b></p> <p>Season opens Dec 8 BOOK NOW!</p>  |
| <p><b>THEATRE</b><br/>688 7080<br/>RESTAURANT<br/>688 8351<br/>C.CARDIS<br/>645 8723</p>   | <p><b>THEATRE</b><br/><b>PAYCOCK</b></p> <p>By Sean O Casey<br/>NIGHTLY 8.00/SAT 6.00 + 9.00</p>                                    | <p><b>STAGE DOOR</b><br/>NIGHTLY 8.30 SAT 5.30 + 8.00<br/>BISTRO STYLE ALL DAY<br/>AVAILABLE WEEK DAYS<br/>7.30pm SAT 1pm Sun</p> |

GIVE THE FAMILY A FESTIVE TREAT ONE OF THE GREATEST MUSICALS EVER TO HIT BROADWAY! **GUYS & DOLLS** Season opens Dec 8 BOOK NOW!

EDUCATION F/M 26/10/90

## BIG INVESTMENT

**Key industrialists** and businessmen are urged by a top educationist to get involved in the electrification of black schools. This is the key to technical, scientific and vocational competence in the work force, says Education Foundation executive director Johan van Zijl.

Speaking at a recent Building Industries Federation congress in Durban, Van Zijl said that the provision of power to selected schools could revolutionise and expand education in communities.

"Three-quarters of black schools do not have access to electricity. Yet we expect technical competence in our work force," says Van Zijl. "We grumble about the lack of science in matriculation certificates. Yet the basic means to provide them do not exist."


Electricity — with adequate teachers and books — could turn a school into a 16-hour-a-day education facility, a community college after hours, a study and homework facility for children unable to work at home and an adult literacy, numeracy and even community centre.

Community colleges, says Van Zijl, would also address the need for vocational and technical skills and bridging and orientation programmes to prepare candidates for various examinations.

"We are confronted by two generations and more of black students who have dropped out of the system and are largely unemployable. Without addressing the problem of the lost generations, reconciliation and reconstruction will be severely handicapped," argues Van Zijl. The development of community colleges would take some pressure off universities.

Van Zijl says estimates show there will be a shortage of more than 500 000 skilled workers by the year 2000 — professional, technical, highly skilled, executive and managerial — and a surplus of 2,7m unskilled workers.

Only 3% of the 11m work force have post-matric qualifications and only 31% have completed some secondary schooling. "This means that 66% of our total work force, more than 7m people, have only primary schooling or less."

The implications for economic growth and political stability are obvious. 

# 15 objectors to return after years in exile

LONDON — Fifteen conscientious objectors (COs), some of whom have lived in exile for up to 12 years, intend returning to South Africa next month.

One of those planning to return is Mr Matthew Temple, an organiser for the Committee on South African War Resistance, who has been out of the country for 4½ years.

Mr Temple, 27, said that of the 15 conscientious objectors due to return in late November, 10 were eligible for conscription in

cluding himself. The Maritzburg man, who is a South African citizen, was granted political asylum when he came to Britain in 1986.

He was among a large group of exiles who earlier this year publicly announced their refusal to do military training. He said yesterday that he was 'relatively optimistic' about the country's future.

He said he believed it would become 'increasingly difficult' for the state to conscript people — particu-

lary those aligned to the ANC — and prosecute them. However, he noted that Mr Michael Graaf, the latest objector on trial, was due to be sentenced on November 28 following his refusal to attend a camp in December last year.

The SADF was being forced to change and in the delicate pre-negotiation period he did not think it likely returning COs, who are not covered by the amnesty granted to ANC exiles, would be prosecuted. But he said many exiles

were still 'very apprehensive', which explained why only 15 out of an estimated total of 10 000 around the globe, were returning initially.

He said 300 to 400 people had been granted asylum in the UK, but this comprised only about 10% of South Africans who had settled here, many of whom had British passports. Unlike those on foreign passports, he had not been able to return home to visit his parents in South Africa during his exile.

## Immigration numbers swell

(179)

EDYTH BULBRING

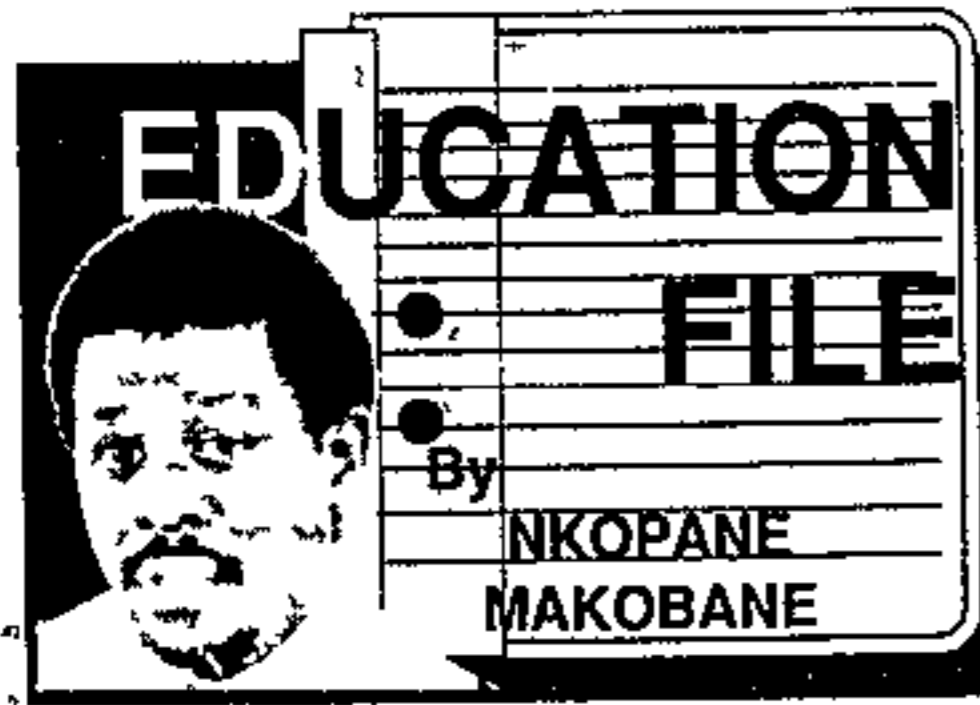
PRETORIA — In a turnaround in immigration figures, SA hoped to show a net gain of more than 8 000 skilled immigrants to the country this year, Home Affairs Minister Gene Louw said yesterday *310<sup>am</sup> 31/10/90*. At a Press conference at Jan Smuts Airport after a three-week European visit, Louw said SA's European offices handled 500 000 inquiries regarding visas, business visas and emigration in the course of the year.

Louw said immigration inquiries were especially common from East bloc countries

Home Affairs figures showed that by August, 9 470 people had immigrated to SA against 3 241 emigrations

So far, SA has made a net gain of 6 229 people and this figure could top 9 000 by the end of the year

# Courses in computers



THE Organisation for the Advancement of Computer Literacy (Orbit) has called for Alexandra and other Reef township residents to register for a computer course. (179)

Joffe Training in Rosebank has offered the use of its facilities to the Orbit in a bid to increase the computer literacy

Orbit is a non-profit making community service which teaches computer basics to black people. The course will help people who use computers to be familiar with

personal computers.

A spokesman said previous knowledge of computers is not required for the course as the organisation will in fact help people to acquire skills.

"The course is aimed primarily at adults who have had some work experience in an office environment and who are looking for ways to improve their skills.

"Other interested adults like teachers, who will eventually pass their knowledge onto their students are also welcome," he said.

The training will cover a basic introduction to business, MS DOS, Lotus 1-2-3; DBase IV; and Wordperfect

The minimum educational requirement is a Standard 8 with maths and English. To gain admittance to the course, applicants are required to produce a certified copy of the highest educational certificate, an application form and a pre-course questionnaire which will be done on November 3 1990 Sowetan 2/11/90

Application fee is R20 and must accompany the application. Non-successful applicants will have the application fee refunded. For successful applicants, this fee will cover the cost of the first two sessions.

The first 25 sessions of the course will start on January 12 1991, and the course will be repeated every six months. Only 10 participants can be accommodated on the course and these will be selected from the first 20 applicants.

For further information Mike White can be contacted at (011) 453-8522 ext 2101 during office hours

Offered

day November 2 1990

# Travel training to upgrade skills

5 Times 4/11/90

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**R**ENNIES Travel, part of the Safren Group, has opened the Travel Training Institute (TTI) in Johannesburg. It will conduct management training and travel courses to improve skills.

Rennies Travel previously

ran only in-house courses, but so great was the demand for training that it set up TTI for all.

It has introduced a three-day travel management course. It covers aspects which include the manager's role, leadership styles, finan-

cial and manpower management, industrial relations and foreign exchange.

It is held monthly at the TTI, and is also conducted in-house.

Other courses offered by TTI are the Certificate of Travel Agency Competence

(COTAC) — the SA National Travel Industry Diploma; the International Air Transport Association (Iata) and the Universal Federation of Travel Agency Associations (UFTAA) Diploma; the SAA Fares Course; and the Bank Settlement Plan Procedures.



## Call to promote profit motive

BIDAN 7/11/90

MARIETTE DU PLESSIS

BUSINESSES should work towards removing existing mistrust in the profit motive among employees to prevent unrealistic high wage demands, says pharmaceutical manufacturer Noristan's MD Hugo Snyckers.

In a recent address to members of the Computer Users' Council, he said industry was faced with the challenge of establishing a common purpose between management and employees so that both could attain their objectives.

He said values were the underlying force from which attitudes and behaviours sprang. He cited a National Productivity Institute paper which highlighted the need to adopt work systems appropriate to indigenous values in a society.

"Within SA corporations, increasing emphasis is being placed on matching the range of managerial systems employed to the prevailing value systems held both by the work force and management corps," he said.



Parity

179

The local endemic skills shortage and large numbers of unskilled and unemployed people therefore called for strategies to achieve parity in education. Without that business would have to invest heavily in on-the-job training and skills improvement to recruit and keep qualified employees.

Snyckers said that it was impossible to negotiate wages or create understanding of an organisation's strategies and structure if there was no basic understanding of the process of business.

## More funds for apprenticeships

MATTHEW CURTIN

METAL industry employers had received a huge hike in industry grants for training apprentices, Steel and Engineering Industries Federation (Seifsa) executive director Brian Angus said yesterday.

Angus said in a statement the Metal and Engineering Industries Education and Training Fund (MEIETF) had raised grants by 33,3%, a R6m increase to R21m.

Employers were now entitled to grant payments of up to R14 400 a year for every artisan trained to apprentice status.

The move was designed to stimulate apprentice intake in the industry, particularly after the withdrawal of tax concessions for training in July this year. *179*

*bidan 8/11/90*  
Seifsa education and training director Janet Lopes said the metal industry was worst affected by the withdrawal of the concessions. It was the leading sector engaged in training, with 11 400 apprentices, compared with 6 300 in the mining indus-

try — its nearest rival

She said a 50% hike in training grants in September 1989 helped trigger a 70% rise in new apprentice intake, with numbers growing from 2 665 in 1988, (2 993 in 1987), to 4 030 last year.

Numsa vocational training project co-ordinator Adrian Bird said yesterday the union approved of the increased grant but believed the focus on apprenticeships was too narrow.

Numsa and Cosatu were compiling a comprehensive document setting out training strategies needed to make better use of human resources.

The union believed the reliance on cash incentives to induce employers to hire apprentices was an indication of the deep-rooted reluctance to train people.

The fund is financed by employer contributions worked out according to the ratio of apprentices to artisans employed by the company.

# Careers to offer in business

HERE comes the end of the year, which will mean the end of schooling for thousands of youngsters throughout the country.

A few will go to tertiary institutions, some will go to the workplace and scores will stay at home with little to do.

More alarming is the fact that some will leave tertiary institutions and still be unable to find a job, because they are not armed with any professional or technical skills.

Here PUPILS FORUM takes a look at professional training which can arm students with the skills for a lifetime.

This week we take a look at business-related careers. The business sector in South Africa is growing and the need for the oppressed masses to take their place in this field is increasing.

Various business courses can be taken without a matric exemption or any experience or background in business.

Both professional institutes and private colleges offer training in this field. There are five professional institutes: the SA Institute of Management (SAIM), the SA Institute of Chartered Secretaries and Administrators (CISA), the Institute of Administrators and Commerce (IAC), the Institute of Marketing Management (IMM) and the Institute of Business Studies (IBS). All these courses are evaluated by the Human Research Sciences, which also evaluates tertiary institutions' qualifications.

## Win a course on computer bookkeeping

THE Academy of Computer Bookkeeping, in liaison with PUPILS FORUM, is offering two free courses - Basic Manual Bookkeeping and Bookkeeping on Computer. The two courses are worth R900. Any reader - student, worker or profes-

*Winning Name: N. Massey  
15/11/90  
9/11  
179*

sons. Like the tertiary institutions qualifications, some of the professional diplomas are regarded as "matric plus three years (M+3)".

For example, when advertising jobs in business, most employers request CISA qualifications or a B.Com, a university degree.

All courses, except the IBS, require a minimum of a matric certificate (with or without exemption) with commercial subjects or some experience in business.

Anyone with a minimum standard eight education with no previous experience or background can enter the IBS.

According to Danelin Management School principal JP Brummer, the IBS qualification is equivalent to matric as it is done over two years after standard eight. Employers, he said, prefer someone with this to a matric, even one which includes commercial subjects.

### Private Colleges

The second route to acquire a business career is through private colleges. There are several of these.

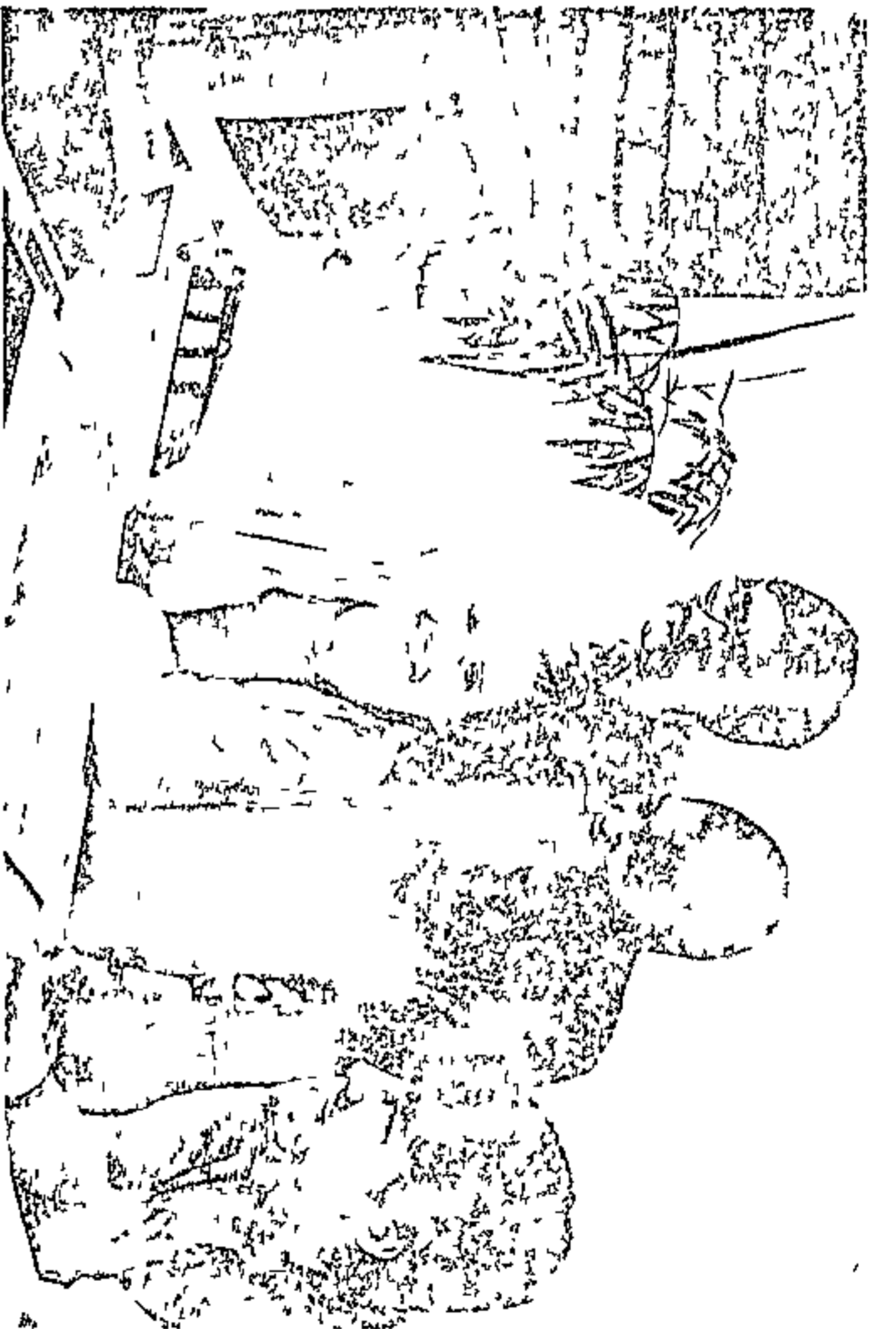
It is advisable to make a choice of career and college which suits one's abilities. For example, if somebody is uncomfortable doing calculations, it would seem fruitless to study bookkeeping.

However, dedication and interest can develop talent and ability. Another difficult aspect is choosing the right institution to study at.

In the major centres, in particular, there are dozens of private colleges. Many of these advertise in newspapers and magazines, making huge promises such as "We will help you find a job".

Experts advise that, before choosing an institution, the candidate should consider the following:

- What the trainer's qualifications are and is he or she able to prove his or her credentials.
- Will the course equip the candidate with skills he or she is looking for? It would be



Students learning to do bookkeeping on computers

important to get a course syllabus in order to see what skills one is likely to acquire.

Does the course include practical work? The candidate should also consult with someone who has done the particular course or is doing a job related to that course.

It would be wise to check with employers (personnel officers) if the course given by a particular institution are appropriate.

Most courses, such as management courses, are of a high calibre and in most cases admission to them has pre-conditions.

There are two essential requirements for a management career: age and experience. Some management courses are only open to candidates over the age of 23 years or who have some practical experience in business.

According to Brummer, educational qualifications are not central. However, knowledge of written and spoken English is a recommendation.

When choosing a college to study management, it is important to find out if the courses offered are recognised by the SAIM, IMM or other recognised management body.

In both private colleges and professional institutions, one can study full-time, part-time or by correspondence.

### Computers

Computers are increasingly being used in every field of life and the demand for skills in the field is increasing.

Some of the main areas are: computer literacy, a career in computers and bookkeeping on computer. A computer literacy course is designed

for people who wish to learn to use a computer for general use, such as word processing and programming. This course could take just a few weeks to complete.

A career in computers needs two years of study and some institutions offer only a full-time course. This is designed for people who want a sound knowledge of computers and who want to work as computer operators.

Bookkeeping on computer is a fairly new course in South Africa and is designed for bookkeepers. The introduction of computers has made it imperative for bookkeepers to do part of their jobs on computers.

Only a few centres offer this course. PUPILS FORUM spoke to one of these, the Academy of Computer Bookkeeping. It offers a course which runs for less than three months, depending on the student's learning ability.

Apart from being taught how a computer works, the student is taught to open a debtors, creditors and a general ledger account on a computer.

The course also involves tuition on how to open payments, receipts, invoices and creditors on a computer and many other bookkeeping duties.

According to Brian Massey, director of the academy, numerous practical exercises are done during the training which is preceded by the training on Basic Manual Bookkeeping, since some students may not have any knowledge of bookkeeping.

Massey said even people with standard seven could do the course and they are not given a specific time limit to complete it. He said that tutors give students special attention during the course. "We have adopted the principle that our tutors will take care of less than five students at a time, so as to allow him to give personal attention to each student," he said.

No. R. 2564

9 November 1990

## CUSTOMS AND EXCISE ACT, 1964

## AMENDMENT OF SCHEDULE 3 (No. 3/125)

Under sections 48A and 75 of the Customs and Excise Act, 1964—

1. Schedule 3 to the said Act is hereby amended to the extent set out in the Schedule hereto, and
2. this amendment, in so far as it relates to rebate code 09.00 to tariff heading No 87 08 in rebate item 317 06, shall be deemed to have come into operation on 1 January 1988

**G. MARAIS,**

Deputy Minister of Finance.

No. R. 2564

9 November 1990

## DOEANE- EN AKSYNSWET, 1964

## WYSIGING VAN BYLAE 3 (No 3/125)

Kragtens artikels 48A en 75 van die Doeane- en Aksynswet, 1964—

- 1 word Bylae 3 by genoemde Wet hiermee gewysig in die mate in die Bylae hiervan aangetoon, en
- 2 word hierdie wysiging, vir sover dit betrekking het op kortingkode 09 00 by tariefpos No 87 08 in kortingitem 317 06, geag op 1 Januarie 1988 in werking te getree het.

**G. MARAIS,**

Adjunk-minister van Finansies

## SCHEDULE

| I<br>Rebate<br>Item | II                |                |        | Description   | III<br>Extent of<br>Rebate | Annotations |
|---------------------|-------------------|----------------|--------|---|----------------------------|-------------|
|                     | Tariff<br>Heading | Rebate<br>Code | C<br>D |   |                            |             |
| 317 06              |                   | "09 00         | 44     | By the deletion of tariff heading No 39 26<br>By the substitution for rebate code 09 00 to tariff heading No 87 08 of the following<br>Housings, heat control bezels and outlet deflectors, of plastics, for the manufacture of heating equipment | Full duty"                 |             |

Note —The effect of this amendment is that the provision for a rebate of duty on outlet deflectors, of plastics, for the manufacture of heating equipment for motor vehicles, is transferred from heading No 39 26 to heading No 87 08 This amendment has retrospective effect to 1 January 1988

## BYLAE

| I<br>Korting-<br>item | II             |                  |        | Beskrywing   | III<br>Mate van<br>Korting | Annota-<br>sies |
|-----------------------|----------------|------------------|--------|--|----------------------------|-----------------|
|                       | Tarief-<br>pos | Korting-<br>kode | T<br>S |  |                            |                 |
| 317 06                |                | "09 00           | 44     | Deur tariefpos No 39 26 te skrap<br>Deur kortingkode 09 00 by tariefpos No 87 08 deur die volgende te vervang<br>Omhuulsels, verwarmingskontrolegleufstukke en uitlaatdeflektors, van plastieke, vir die vervaardiging van verwarmingstoerusting | Volle reg"                 |                 |

Opmerking —Die uitwerking van hierdie wysiging is dat die voorsiening vir 'n korting op reg op uitlaatdeflektors, van plastieke, vir die vervaardiging van verwarmingstoerusting vir motorvoertuie, van pos No 39 26 na pos No 87 08 oorgelaas word Hierdie wysiging het terugwerkende krag tot 1 Januarie 1988

## DEPARTMENT OF MANPOWER

No. R. 2580

9 November 1990

## MANPOWER TRAINING ACT, 1981

## TRAINING SCHEME FOR THE HAIRDRESSING AND COSMETOLOGY INDUSTRY

I, Eli van der Merwe Louw, 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 and for a period ending one year from the said date upon all employers and employees who are engaged or employed in the Hairdressing and Cosmetology Industry in the areas as specified in the Schedule hereto.

**E. VAN DER M. LOUW,**

Minister of Manpower

## DEPARTEMENT VAN MANNEKRAG

No. R. 2580

9 November 1990

## WET OP MANNEKRAGOPLEIDING, 1981

## OPLEIDINGSKEMA VIR DIE HAARKAPPERY EN KOSMETOLOGIESE NYWERHEID

Ek, Eli van der Merwe Louw, Minister 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 en vir 'n tydperk wat een jaar vanaf genoemde datum eindig bindend is vir alle werkgewers en werknemers wat betrokke is by of in diens is in die Haarkappery en Kosmetologiese Nywerheid in die gebiede soos in die Bylae hiervan bepaal

**E. VAN DER M. LOUW,**

Minister van Mannekrag

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**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 subclause (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 District of Pretoria
- (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. 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 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),
- "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;

**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 Nywerheidopleidingskema"

**2. TOEPASSINGSBESTEK VAN DIE SKEMA**

Die bepalinge 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 landdrostdistrik Pretoria
- (6) Die landdrostdistrikte Alberton, Benoni, Boksburg, Brakpan, Delmas, Germiston, Johannesburg, Kempton Park, Klerksdorp, Krugersdorp, Potchefstroom, Randburg, Randfontein, Roodepoort, Springs, Vanderbijlpark, Vereeniging en 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 reël 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,

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 (179)  
 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 hairpiece to be worn by any person,

whether or not any apparatus, appliance, preparation or substance is used in any of these operations

#### 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

(1) 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

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, trigologiese behandeling of verfraaiing, of

die verrigting van enige werksaamheid op enige pruik of haarstuk wat deur enige persoon gedra kan word,

hetsy enige apparaat, toestel of styl 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 Mannekrasopleiding, 1981 (Wet No 56 van 1981)

#### 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 opleidingsbehoefes 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 geleenthede 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 NYWERHEIDOPLEIDINGS- EN -ONTWIKKELINGSFONDS

(1) Hierby word 'n fonds gestig, wat bekend staan as die Haarkapperij en Kosmetologiese Nywerheids- en -ontwikkelingsfonds

(2) Die Fonds sal deur die Haarkapperij en Kosmetologiese Opleidingsraad geadminestreer 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

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**6. ESTABLISHMENT AND FUNCTION OF THE HAIRDRESSING AND COSMETOLOGY INDUSTRY TRAINING BOARD**

(1) The Hairdressing and Cosmetology Industry Training Board has been established by the South African Hairdresses 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 1966, Roodepoort, 1725, 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 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 R15,00 (fifteen 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 Hairdresses 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

**6. INSTELLING EN FUNKSIES VAN DIE HAARKAPPERY EN KOSMETOLOGIESE NYWERHEIDOPLEIDINGSRAAD**

(1) Die Haarkapperly en Kosmetologiese Nywerheid-opleidingsraad is deur die Suid-Afrikaanse Haarkapperly en Kosmetologiese Vereniging en die Suid-Afrikaanse Haarkappersnywerheid Werknemersunie 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 1966, Roodepoort, 1725, of sodanige ander adres as wat skriftelik en per geregistreerde pos deur die Raad aan die werkgewer verwittig word, teen die veertiende 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 R15,00 (vyftien 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 Haarkappers en Kosmetologiese Vereniging en die Suid-Afrikaanse Haarkappersnywerheid Werknemersunie beskikbaar gestel word en 'n afskrif moet aan die Registrateur gestuur word. Afskrifte moet ook aan alle bydraers tot die Fonds voorsien word

**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

**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 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. 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 1966, Roodepoort, 1725, who shall submit such application together with any recommendation by the Board to the Director-General Manpower

No. R. 2606

9 November 1990

**LABOUR RELATIONS ACT, 1956**

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

**CORRECTION NOTICE**

The following corrections to Government Notice No. R 2507 appearing in *Government Gazette* No 12805 of 26 October 1990, are hereby published for general information:

**1 In the Afrikaans text of the Schedule**

(1) Insert the following clause 4 after clause 3

"4 **KLOUSULE 15: JAARLIKSE VERLOF EN OPENBARE VAKANSIEDAE**

Vervang subklousule (1) (a) (ii) deur die volgende:

'(ii) wat om 17.00 op 14 Desember 1990 begin en om 08.00 op 7 Januarie 1991 eindig'

(2) Renumber the existing clauses "4", "5", "6", "7" and "8" to "5", "6", "7", "8" and "9".

**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 goeddink 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 bepalings 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 opge-loop het en 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 1966, Roodepoort, 1725, ingedien word, wat sodanige aansoek tesame met die Raad se aanbeveling aan die Direkteur-generaal Mannekrag moet voorlê

No. R. 2606

9 November 1990

**WET OP ARBEIDSVERHOUDINGE, 1956**

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

**VERBETERINGSKENNISGEWING**

Onderstaande verbeterings aan Goewermentskennisgewing No R 2507 wat in *Staatskoerant* No 12805 van 26 Oktober 1990 verskyn, word hierby vir algemene inligting gepubliseer

**1 In die Afrikaanse teks van die bylae**

(1) Voeg die volgende klousule 4 in na klousule 3

"4 **KLOUSULE 15: JAARLIKSE VERLOF EN OPENBARE VAKANSIEDAE**

Vervang subklousule (1) (a) (ii) deur die volgende.

'(ii) wat om 17 00 op 14 Desember 1990 begin en om 08 00 op 7 Januarie 1991 eindig'

(2) Hernommer die bestaande klousules "4", "5", "6", "7" en "8" na "5", "6", "7", "8" en "9".



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STW 11.11.90

# Plastics training

THE plastics industry has set up a national training board to investigate its skills needs and co-ordinate training (179)

Plastics Federation chief executive Bill Naude says the board is seeking accreditation from the Department of Manpower. It hopes to develop vocational qualifications which will be recognised abroad.

Board chairman Ralph Oxenham says the plastics industry is one of the fastest-growing sectors of the economy. "The major constraint on the maintenance of this high growth rate is a shortage of skills at all levels of a highly technical business" (216)

The training board initially aims to give tuition to 240 trainees each year along guidelines which will form the basis of a long-term national strategy (18)

# 17 US firms in SA 'on probation'

WASHINGTON — The US State Department has placed 17 firms "on probation" after judging that their SA subsidiaries had taken inadequate steps to train and promote black employees and had been insufficiently active in community development.

One company, National Utility Service, has been assessed as "failing to meet the basic requirements" of the labour code contained in the Comprehensive Anti-Apartheid Act, and faces loss of government export assistance.

Nine firms are deemed "to be making satisfactory progress".

The findings are contained in the State Department's latest annual report on the conduct of US subsidiaries whose parents

BIDM 15/11/90  
SIMON BARBER

do not subscribe to the Statement of Principles and monitoring system that grew out of the old Sullivan Code.

The report urges all US companies still in SA to stay put because "a continued American business presence in post-apartheid SA will remain a vital contributor to growth and equal opportunity".

It issues a plea to state and local governments — whose punitive policies against firms with SA ties have been a major factor in the withdrawal of US investment — "to react positively to further progress in SA".

Eighty-five US firms registered with the

To Page 2

## US firms

department last year with an aggregate SA workforce of 27 918, down from 37 693 in 1988. BIDM 15/11/90

Twenty-seven companies opted to answer a State Department questionnaire rather than submit to the Arthur D Little audit performed on those companies that signed the Statement of Principles.

Subsidiaries of companies placed on probation include Echlin-Charger Manufacturing of Johannesburg, Precision Valve of Randburg and National Standard Co of Uitenhage. The report does not explain what "probation" entails.

All companies, except NUS, whose returns were incomplete, were judged to have met the basic standards set by the CAAA. These included an appropriate minimum wage — averaging R787 a month.

Overall, wages for black employees in

179 ~~179~~ From Page 1  
the reporting firms averaged R1 434 a month for salaried workers and R1 089 for hourly workers — an increase of 33% and 23% respectively over 1988 levels.

Also up dramatically were per capita expenditures on employee training and education — from R187 in 1988 to R323 last year.

The firms claimed to have spent a total of R4.2m on non-employee education and community development in 1989, up from R1.6m in 1988.

Others on probation are: Wynn's Car Care Products, Air Express, Buckman Laboratories, Consolidated Pneumatic Tool Co, Coulter Electronics, Erierz Magnetics, L & M Radiators, MacDermid, Preformed Mine Products, Salsbury Veterinary, Schenectady Chemicals, Simplicity Patterns, Lohmann & Co, and Wilbur-Ellis Co.

# Technicians to ease accounting shortages

blow 2011 10  
GILLIAN HAYNE



ACCOUNTING firms have begun training accounting technicians to help maintain standards and cope with skills shortages.

While SA was starved of highly skilled accountants, many countries had introduced accounting technicians to undertake routine work and free those with expertise to concentrate on complex issues, Price Waterhouse partner Chris Frame said last week.

"Educating those from disadvantaged educational backgrounds to join the profession will take time, and the short-term solution is to simplify the job," he said

KPMG Aiken & Peat CE Guy Smith said the rise of informal sector entrepreneurs to the formal sector would intensify the need for accounting services.

"Due to the high barriers to entry — the chartered accountancy (CA) examination is extremely difficult — there is a danger of splinter groups forming, such as blacks creating their own bodies. This could lead to a lowering of standards.

"Having a tier system, like the one used in Lesotho, would ensure that those who could not achieve the CA qualification could stay in the profession while being given encouragement to study and climb to the next tier," Smith said

SA's accountants had been "cocooned" in a First World commercial and industrial environment.

With the rapid political and socio-economic evolution taking place in SA, it was "not difficult to anticipate a situation in which the accountancy profession will have to straddle First and Third World business conditions"

Frame said that since only education would provide a long-term solution, it was hoped that SA would become an attractive destination for skilled professionals.

"There is already a shortage of highly skilled accountants and our aim should be to ensure they are not burdened with routine work," he added.

## CAREERS GUIDE

# Want adventure?

MOST school leavers want a career that looks glamorous, brings fame or has status.

Others want a job that is adventurous and flexible.

Journalism is a hot favourite for such people.

So what does it mean to be a journalist?

A journalist is the person who goes out and gets the story of an event that is taking place of interest to the public.

And that story is either published in print or broadcast on radio or television.

Journalists who take photographs of new events are called photojournalists.

The job is about

gathering news.

A journalist attends events of public interest, conducts interviews and investigations and then writes about them or presents a filmed interview.

But news means different things to different people.

### Dailies

If a journalist is working for a small community paper, obviously she will write about local news important to that community.

But a journalist can work for a bigger daily newspaper and write about events of national or even international significance.

If a journalist is inter-

## Journalism is the job for you

ested in what is called hard news, it can often be quite a dangerous business, going to scenes of violence and confrontation to tell the story of how it really happened.

But what is interesting is how different newspapers tell the same story

Then there is feature writing, often about ordinary people, but with an interesting angle.

Most journalists write about areas they understand best, like sports or politics or labour reporting.

Others might work on the general news desk, where they must write about anything that comes up

A good general knowledge and command of languages works to the advantage of the aspiring journalist

An inquisitive mind and an open personality with a drive to know more is also essential.

Many journalists started as freelance writers. But it is not easy and the freelancer must be exceptionally innovative, because she has to come up with ideas for stories that permanent staffers have not thought of.

Another field in journalism is sub-editing, where the journalist reads copy from reporters and makes it fit onto the pages. These people also write headlines, place photographs and make sure there are no mistakes in the finished product

Most people go into journalism straight from school

### Training

In-service training is still considered the best training one can get and most major newspapers have intensive training schemes ranging from six months to a year for trainee reporters

However, there are formal institutions that offer training

Several technikons offer three-diploma courses, while Rhodes University in Grahamstown offers a four-year Bachelor's degree

Those interested in journalism can contact individual newspapers to qualify for in-service training

For addresses of technikons offering the diploma course and details of requirements for admission to Rhodes University contact your nearest career centre



Sowetan journalists Joshua Raboroko and Phangisile Mishali work together on a story.

# Subject groupings vital

21/11/90  
All stories compiled  
by PHANGSILE  
MTSHALI

career until they have to go out and look for work.

As a result, many people land in their careers by accident.

“Teachers must guide their pupils and advise them on how to choose their careers,” she said.

“Pupils must not be allowed to choose subjects from a similar grouping, they must be told what subjects they can take in higher grade

and in standard grade,” Maseko said.

“Their subjects must allow them access to a wide range of careers.”


Pupils themselves must visit career guidance centres, talk to older people with successful careers, attend workshops on career choices and those dealing with different fields.

“Because of financial difficulties many people find themselves taking scholarships that place them in jobs they were not cut out for,” Maseko said.

“Others take any course just because they had told themselves they want to go to a particular institution, even though that institution does not offer the career they had chosen.”

On choosing a career, look for a gap where there is a great demand and double check if it is within your abilities.

Maseko - who is a qualified school social worker - says one must stick with one's chosen career even though its options may not be available at that time.



Make your career choice early, says Duduzile Maseko of the University of the Witwatersrand's Department of Counselling and Careers.

**SELF-KNOWLEDGE** and knowledge of the job are essential for a successful career, says Miss Duduzile Maseko, of the University of Witwatersrand's Department of Counselling and Careers.

Preparing for a successful and fulfilling career in an ongoing process, Maseko said.

It has to start at senior high school with making the right subject choices.

Pupils have closed many opportunities for themselves by ignoring what they find to be difficult subjects - like mathematics and turning to “easy” subjects like Bible Studies.

Most young people do not think about a

November 21, 1990

# New career in midlife

WHEN Andrew Swart Career Department at the University of Waterloo

decided to take his wife and two children to England where he wanted to study psychology, many of his relative called him a lazy bum who was irresponsible and unstable.

But Swart ignored them because he was not happy as a teacher and believed he needed another career.

He was undergoing a mid-career crisis. Today he is a qualified psychologist and heads the Counselling and

waterstrand

“Many people at mid-life feel they are at a dead-end, that their lives have little meaning,” Swart said

“They may be living very busy lives or may feel their lives are boring and without challenge.”

“Sometimes they may wish to make changes but lack confidence to change.”

“Most of these people feel trapped, demotivated,

desperate or depressed

“These are the symptoms of mid-career crises.”

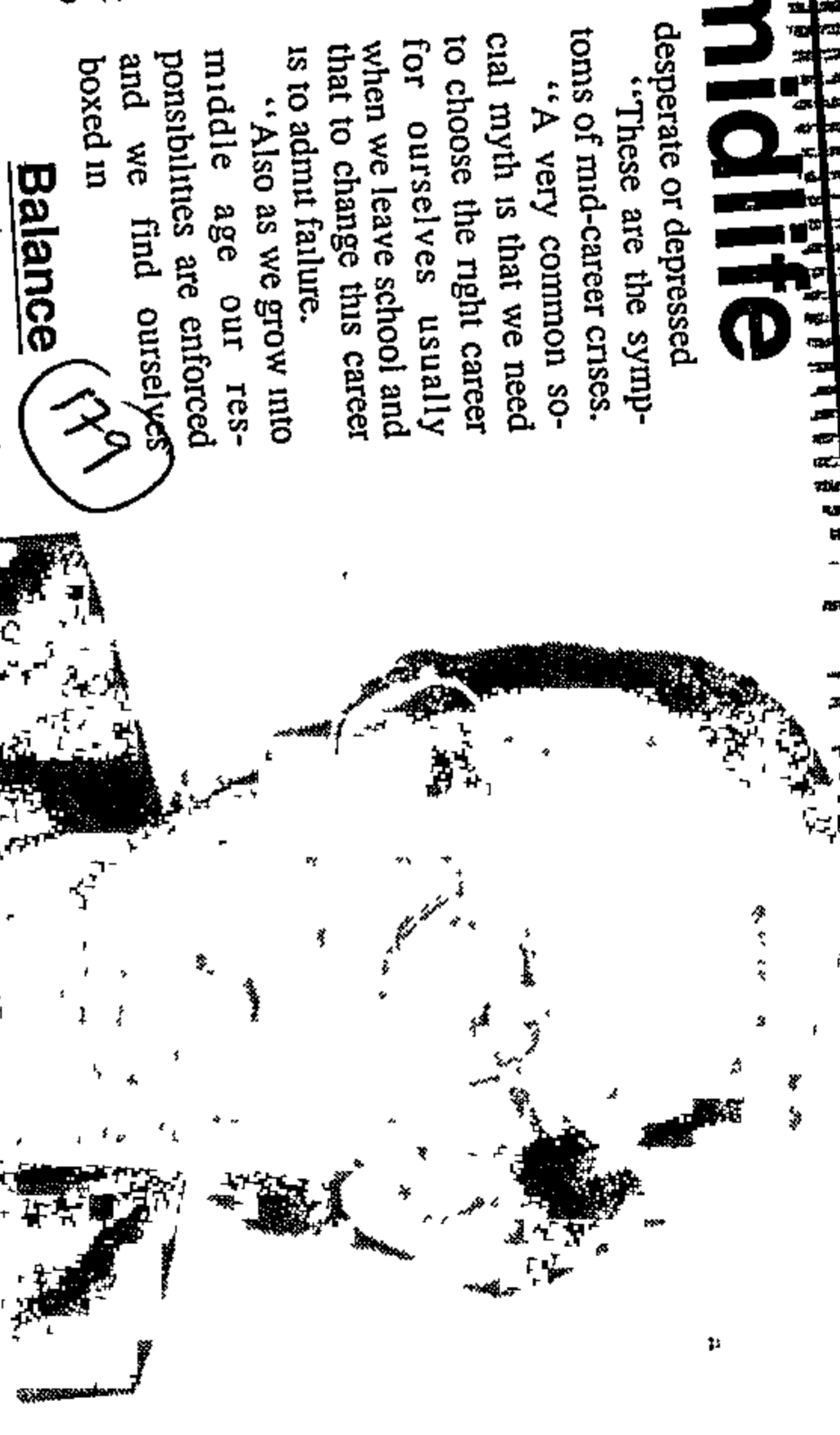
“A very common social myth is that we need to choose the right career for ourselves usually when we leave school and that to change this career is to admit failure.”

“Also as we grow into middle age our responsibilities are enforced and we find ourselves boxed in

“Change seems impossible

Swart explained that having a satisfying career involves being aware of and keeping a balance between one's abilities, interests, needs and wishes on one hand and the opportunities available to realise at least some of

these on the other hand.



Andrew Swart took a chance and won.

person-centred. “They are developed over a lifetime of trying many different decisions,” he said

“Career change occurs when the job and the man become incompatible. Careers are

possible

Swart explained that having a satisfying career involves being aware of and keeping a balance between one's abilities, interests, needs and wishes on one hand and the opportunities available to realise at least some of

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possible

Swart explained that having a satisfying career involves being aware of and keeping a balance between one's abilities, interests, needs and wishes on one hand and the opportunities available to realise at least some of

these on the other hand.

## Like using hands? Try carpentry

*Southern 2/11/90*  
CAREER advisors discourage some people from pursuing traditional professions such as nursing, teaching and social work and encourage them to consider other options.

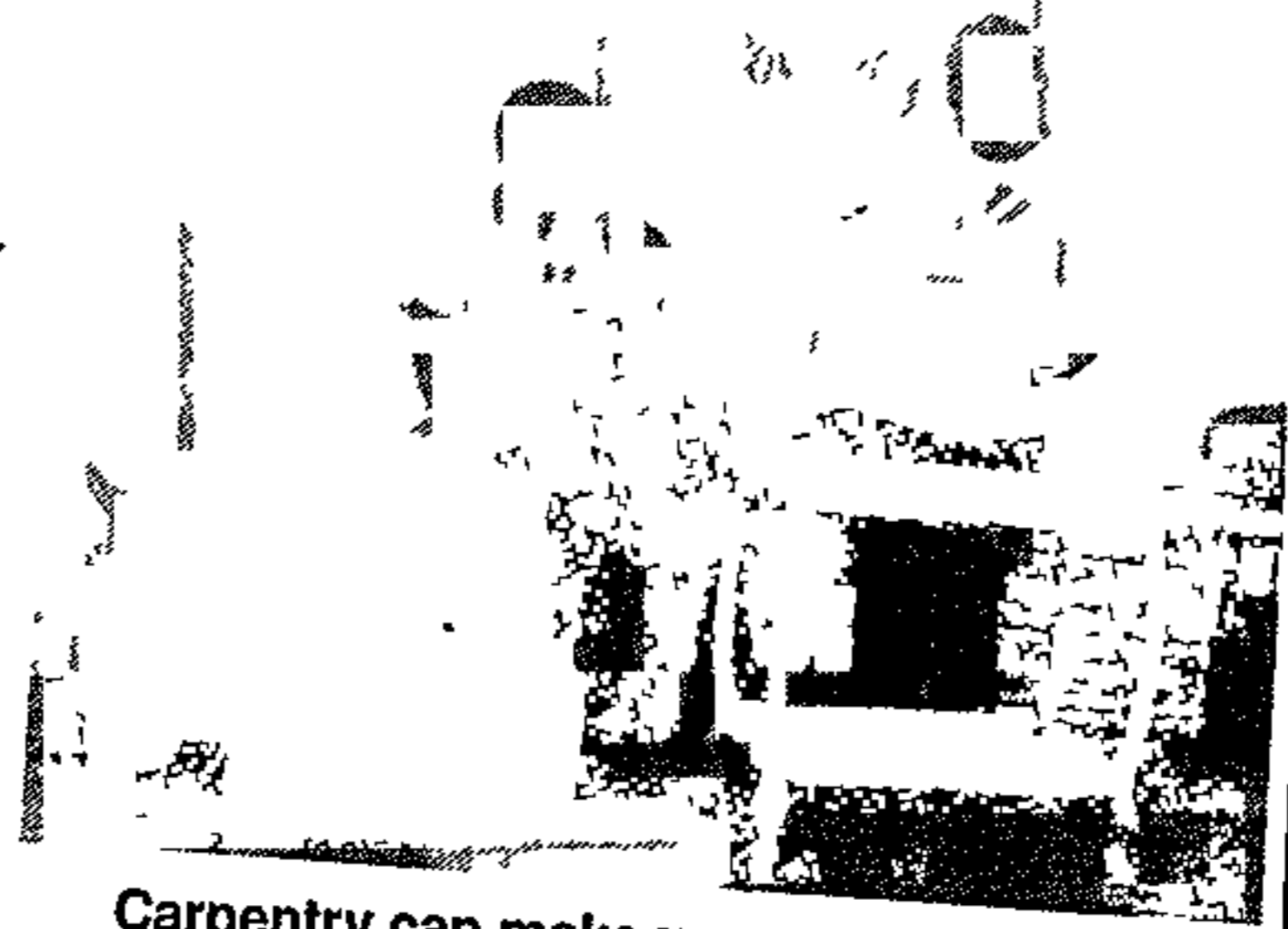
Such an option is carpentry.

The job requires an accurate person who is able to measure and cut wood.

Training involves theory and practical work with an emphasis on on-the-job training.

A Standard 6 pass is required although a Standard 7 would be an advantage.

A carpenter works



Carpentry can make you a good living.

mainly with wood - fitting, cutting and assembling the wooden parts of buildings such as ceilings, roofs, window and door frames.

Or he can start a successful business making furniture.

Training is offered at vocational and technical schools and colleges.

# Technical and clerical work (179)

A GLANCE through the classified section of most newspapers shows what good salaries can be earned by draughtsmen.

Like other technical fields few blacks have ventured into this one.

Draughtsmen work closely with architects, designers and engineers.

They translate their initial ideas into practical, detailed plans.

One can also work with town and regional planners, cartographers, mining and quantity surveyors.

Employment opportunities are opened in the private sector and in Government departments.

\* For several reasons, some people do not manage to get a tertiary education.

These resort to being office clerks.

The job is suitable for people who enjoy routine and order.

All institutions and organisations have

clerks. *Some can really* be trained in these skills.

One cannot really study to be a clerk but can study some aspects of the job.

Most clerks do filing, typing and bookkeeping, therefore it is important

Although clerical jobs are a stepping-stone for many, it is important that one should have at least a Standard 10 certificate.



## Executive courses and staff training Voice and body language are effective business tools

NINETY percent of human communication is conveyed through body language and vocal tone

In society, the concentration has been on the development of technical skills rather than the communication of these skills

Professionals at all levels need to be aware of the

way they are projecting themselves, both in meetings and sales situations

It is essential that corporate communication is congruent throughout the organisation and the professionalism of the receptionist, credit controller, middle management and senior management is effective

One of the areas in which this professionalism can be developed is through the development of the human voice

The potential for using the voice as a business tool is unlimited from a management, sales and negotiation point of view

One of the major pitfalls in improving communication is stress

Stress, among other things, affects the quality of voice by making it smaller, thinner, high pitched, nasal or aggressive

These qualities are not pleasing to the listener and create a negative atmosphere. The power to persuade, convince, motivate and enthuse others is often

through the human voice, and it is essential South African companies begin to follow the lead of First World countries

Corporations such as Old Mutual, Barlows, M-Net and First National Bank

## Managers have to show real interest

EFFECTIVE management support is a major factor in determining the success of a training programme

The lack of it can undermine even the most carefully planned and implemented course

Training consultants say many managers see support only in terms of approving a budget and giving the go-ahead

FSA-Contract's Jenne Browning says "Management must take some accountability for the success of subordinates who attend training courses"

She says management support includes

- Involvement in the training from its planning stages through to evaluation.
- Meeting employees before the course to establish personal learning goals and, after the course, reviewing their objectives.

## Overcome

- Scheduling periodic coaching sessions/discussions to overcome implementation difficulties.
- Modelling the skills learned and ensuring organisational practices and systems reinforce and support the newly learned skills

She says one way of achieving management support is for the training department to link its activities to bottom-line results so management is shown how the training positively affects business plans

CTV's Dr Frans de Bruin says it is important for line management to be involved and responsible for training so there is a continuity that runs from the course into everyday operations

# SA will face serious manager shortage by the year 2000

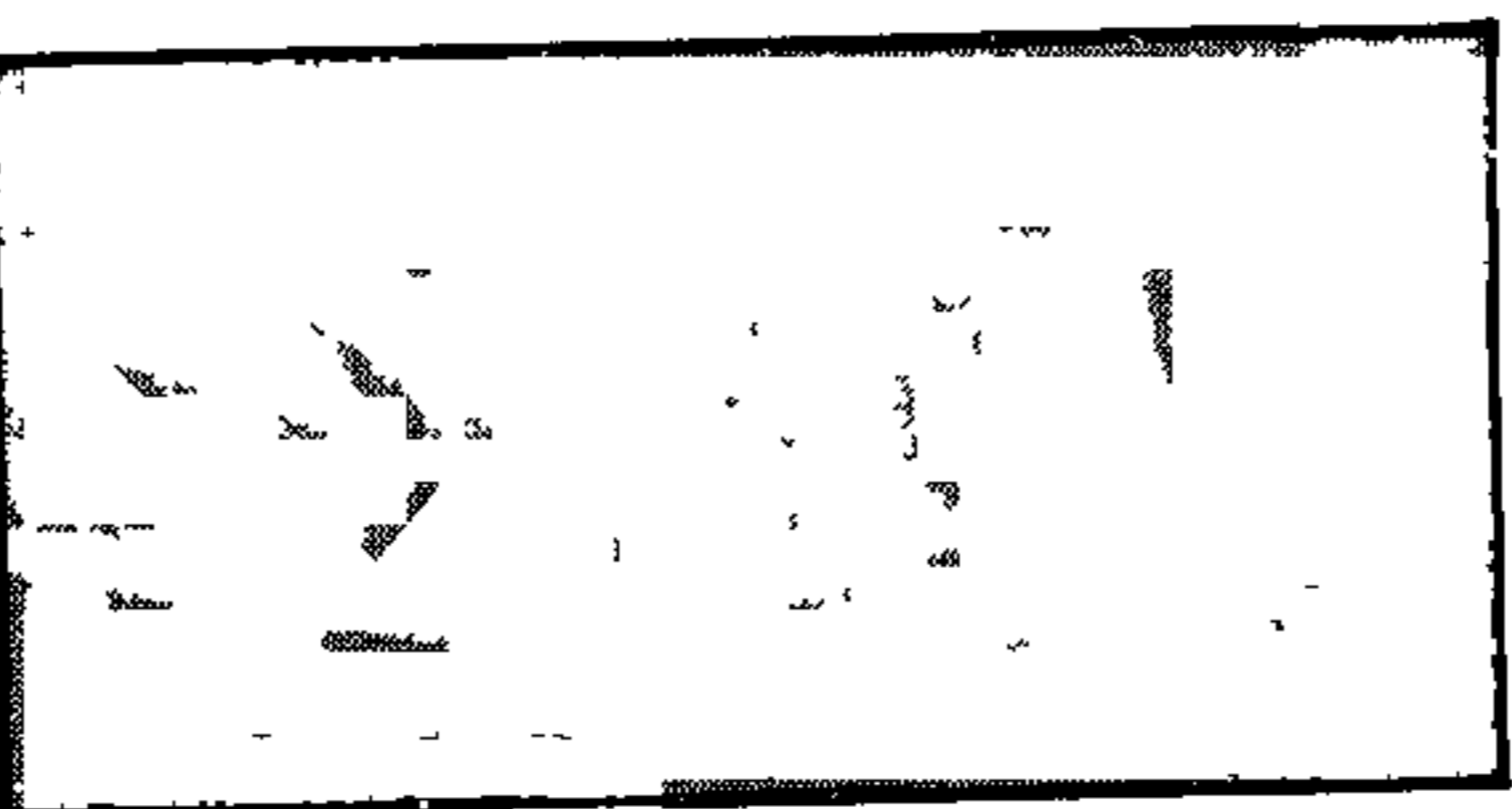
SOUTH Africa will need an additional 120 000 middle and senior level managers and executives by the year 2000 to maintain its economic growth rate

Latest CSS figures show the number of employed managerial, executive and administrative workers has fallen by more than 20 000

By the year 2000, whites, traditionally the reservoir from which middle and senior management are drawn, will only be able to account for 45 000 of this executive skill

Lack of educational facilities for training other race groups in the field of management needs urgent attention

This is vital, especially in the light of deregulation in Europe in 1992 and developments in SA in the past year



RICHARD MCBRIDE

has primary and 30% secondary schooling

At a moderate real growth of 2,7% a year in GDP, demand for manpower will rise by about 1,3% a year

If millions of South Africans continue to be unemployed or are trapped in low-paid, unskilled and futureless jobs, our society will be plunged further into conflict between educated and uneducated, between the poor and the prosperous

## Losings

The last two decades have been tough, with commerce and industry being forced to live with a declining rand, sanctions, labour unrest, political and economic uncertainty, skills shortages, increased competition, unstable markets and declining investments

This turmoil raises two issues for business. How can it improve its performance? What can it do to become competitive?

Various commissions have identified a number of strategies

- Create and apply new technology,
- Reduce the cost of capital to industry,
- Extend and improve the manufacturing base, for example, through computerised manufacturing techniques, and
- Develop a more skilled and flexible work force

## Channel

Training consultants say companies are not committed to the development of their workforces they may channel a great deal of money into courses, but there is little follow-through and attention to ensure the training given is correct for the employee and fits into the career path of that person and the plans of the company

Mast's Richard McBride says companies should commit, for example, 2% of their after-tax profits to training and then ensure maximum benefit from the investment

He says this will go along the way to meeting the demands likely from the ANC/Cosatu alliance that companies must reinvest in the workforce which has been disadvantaged through the legacy of apartheid

AECI MD Mike Sander says his company realised in the mid-70s it was not going to be able to recruit and train enough people from the white sector to meet future manpower requirements

In addition, the national education and training facilities for blacks were grossly inadequate so they started a training and development programme for black employees aimed at solving the company's problems

Management realised there was a limit to what it could do in training relatively uneducated and unskilled people

There is a limit to how high a company can advance these people in the organisation and how much responsibility can be given to them

The reason is the poor calibre of black education Sander says one of the dilemmas facing employers is black advancement, which places great strain on employees.

The more senior a black employee becomes, the more dangerous his life is because he is seen as a self and a collaborator, he says

## Computers are faster and better teachers

THOUGH the origins of Computer-Based Teaching (CBT) were in the educational field, the greatest benefits derived from its use have been in the commercial and industrial spheres.

The use of technology for the transfer of skills and knowledge has found its greatest application in the training of job content

This has not only highlighted features of technology based training but has challenged the fundamental assumptions held by trainers

FSA-Contact human resources software manager Dr Lindsay Vieira says the design of courseware to present material in the learning patterns of the target population, the structuring of lessons to cater for the below-average, average and the brighter student, portability of instruction, consistency of quality in instruction and up to 80% approximation of reality mean the standard PC machine can indicate skills in any population in a rapid time.

He says traditional platform-based instruction cannot cope with disparate backgrounds whereas the "infinite regressibility" of courseware to the natural starting-point for each individual means anybody is teachable via the appropriate courseware on a standard PC

Technology-based training holds the potential to defuse the state of "no education - no skilled labour"

## Insufficient

Horner says a high proportion of executive and middle managers are not computer literate and "they often use as little as 10% of their systems because their knowledge is insufficient"

She says organisational structures must be modified either by moving data processing professionals into the general management or by upgrading the level and understanding of management's information technology skills.

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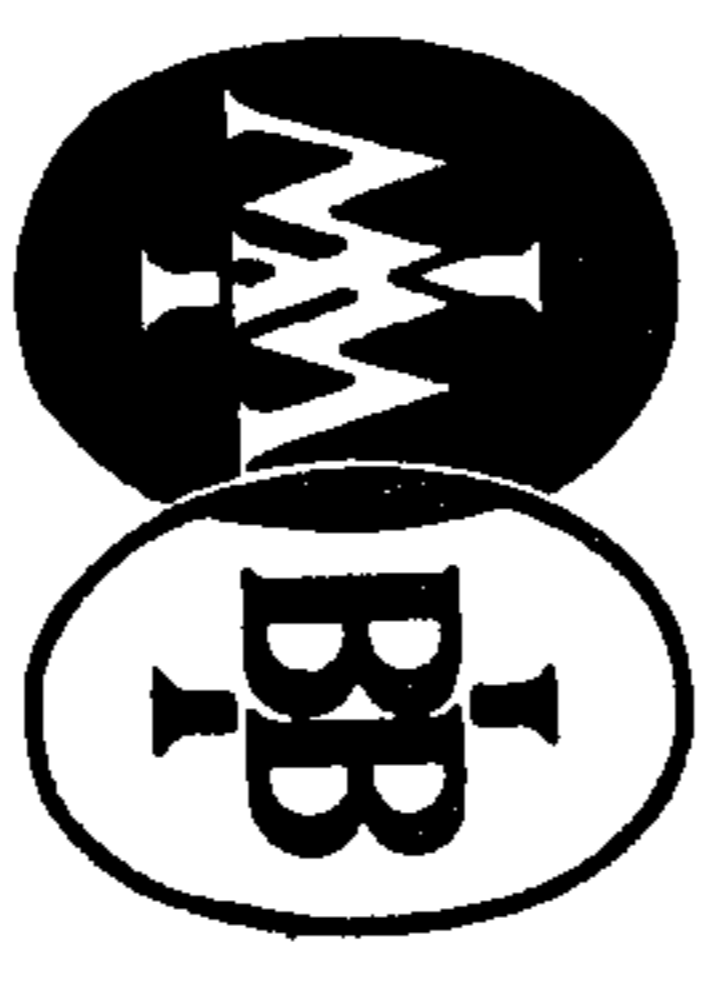
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# Blacks will have to fill the vacuum

If companies are to be adequately staffed they will have to fill skilled and management positions with blacks

The supply of whites will be inadequate in the future, says co-author of Black Managers in South African Organisations Karl Hofmeyr

He says whereas 80% of the economically active population in SA comprises black, coloured and Asian workers, the highly skilled and managerial positions remain the almost exclusive preserve of whites

In the managerial category, almost 95% of the jobs are occupied by this group

A number of reasons are put forward by experts to explain why there has been so little progress by blacks

Firstly, it is argued the white-dominated Western bias in South African busi-

ness puts most blacks at a disadvantage. Depending on their level of education, many will have difficulty communicating in one of the languages of business, such as a questioning attitude, assertiveness or skills in critical analysis

Most will not have completed 12 years' schooling because slightly less than one percent of black workers have a Standard 10 or higher qualification

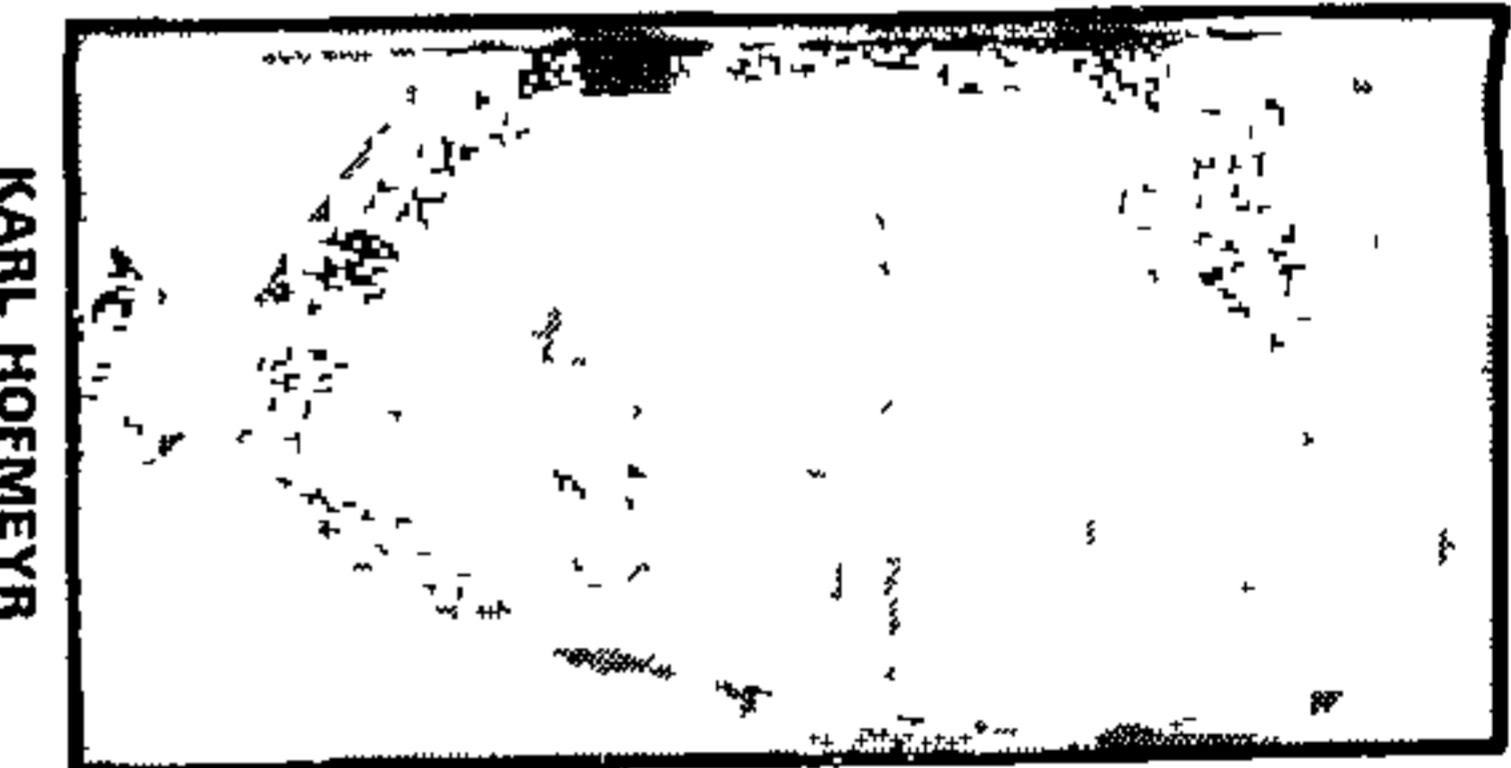
### Discrimination

Another explanation is the existence of racial discrimination in business

Many managers argue that discrimination is still a dominant force in South African companies and is found in every sphere of life, from legislation which dictates where people can live to the attitudes of white bosses to black employees

The Group Areas Act has prevented blacks and whites from mixing and communicating normally outside the workplace and so an important basis for mutual understanding and acceptance is missing

On the shop floor, more blatant negative attitudes founded on fear and prejudice are seen to block ad-



KARL HOFMEYR

vancement, while at lower and middle management levels, negative values also exist but express themselves in more subtle forms

These managers profess to support black advancement but do nothing to support affirmative action programmes

Hofmeyr says interviews and surveys of black managers have shown that one of the problems black managers feel particularly strongly about is the nature of the training provided for black employees

Many upwardly mobile blacks say insufficient attention is paid to their individual development needs

They find themselves participating in generic programmes which may have little to do with what they perceive to be their personal training requirements and gain the impression that some of the programmes are being offered simply to prove the company is concerned about black advancement

Formal training has a role to play, particularly in the development of skills, but black managers realise the most meaningful development takes place in a work setting

# Plotting the route is important

TRAINING and development of potential managers can only be effective when an organisation gets the right structure for what it wishes to achieve and then places the right people in the right positions and monitors their development to ensure they perform the required tasks on a long-term basis

Central Training Unit (CTU) unit manager Dr Frans de Kock says an integrated and holistic approach is essential if the country wants to develop successful managers

CTU is an independent company in the Anglo American stable

It is necessary to identify the various stages of development managers have to experience to attain the full range of their managerial potential

He says it is important development plans be formulated to ensure individuals are not only subjected to the appropriate phases during their working life, but also that they make a successful transition from one work domain to another

The British model developed on stratified systems theory by Elliot Jacques and Gillian Stamp is a good example

They identified seven levels of work based on the premise that as one moves up the hierarchy of an organisation the complexity of the work increases

Level one — people engaged at this level are in contact with the work, the objective has been defined, therefore individuals have

no say in the way it has to be done or what has to be done

They do, however, exercise discretion in quality and judgment is exercised through the senses This level spans the full spectrum of unskilled, semi-skilled or skilled work

Level two — this is the foundation of service in the organisation It is concerned with the particulars of the work and refers to the why, what, how and when

This can be identified as supervisory work where the supervisor needs to manage the procedures by explaining to level one workers why they are doing a particular task, including the mission of the organisation, setting the standards of the how and what, and making sure production is completed within a specified time

Level three — this may be likened to a rugby field, where parameters are clearly defined and the manager is held responsible for the team within these parameters For people to be successful at this level they need to co-ordinate the system or department in such a way they achieve the agreed goal by considering all the options and selecting the right one

Level four — This enters the realm of strategic development, practise and a transition from operational work in levels one to three

At this level, managers are held responsible for achieving the mission of the organisation The approach

is this is where we are now and this is where we want to be in five years' time

How do we get there?

Level five — this is aimed at keeping the organisation in existence as a financial and social entity

Executives are the source of the mission and are held responsible for identifying political, economic, technological and socio-economic issues which need to be addressed over a 10-year period

Level six — At this level the issues are systematic, non-executive and concerned with positioning the organisation internally so that it is still successful in 20 years' time It keeps in being the economic, social, political and technical aspects of the previous five levels and is responsible for protecting units against turbulences in the international arena

Level seven — here work is of such a nature that it shapes industry over the next 40 or 50 years It is concerned with strategic design and development of complex systems and shaping the long-term context of work done by strategic units

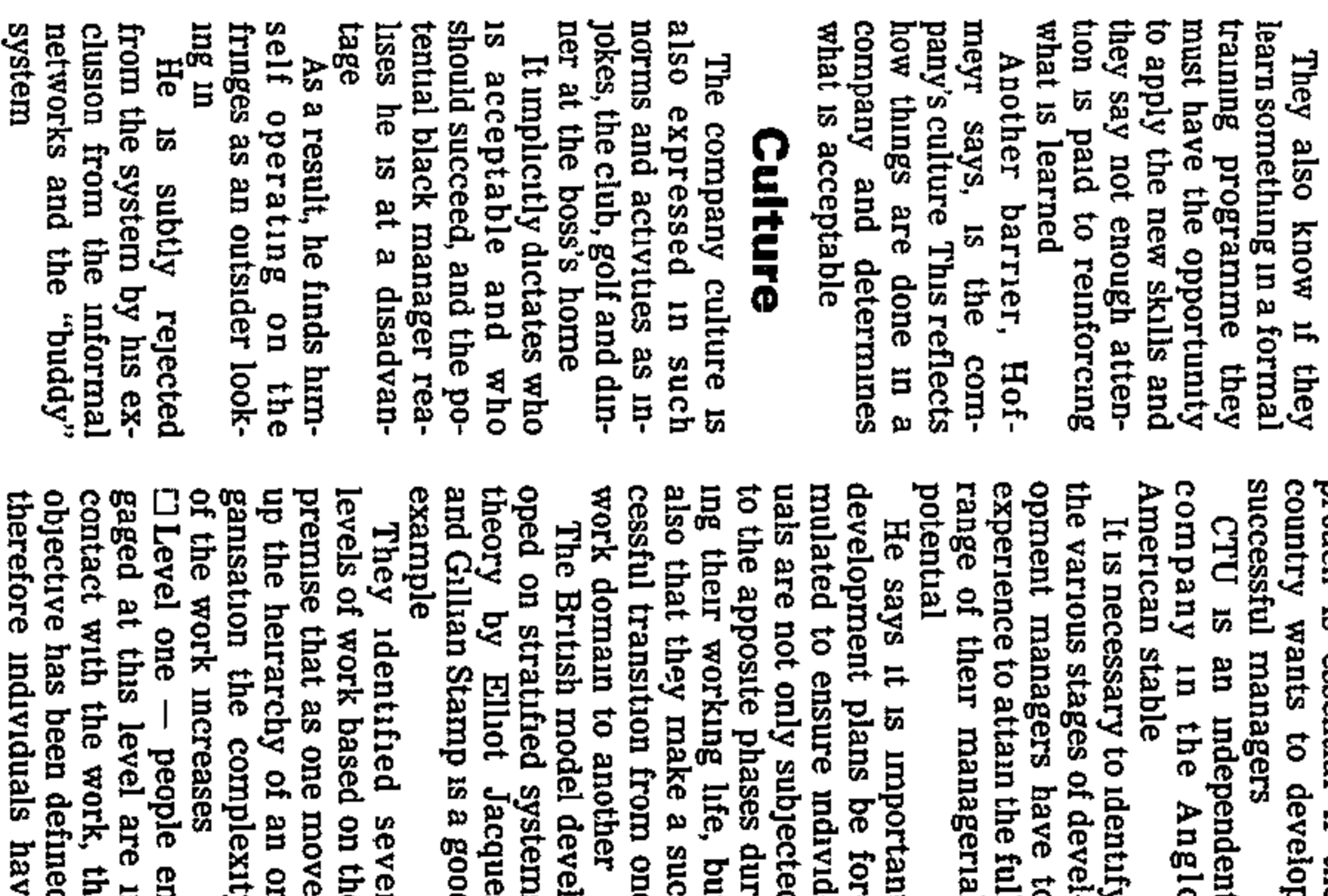
## Method to define growth potential

De Kock says by viewing the organisation and its employees in this holistic way — assessing the people in the organisation — allows companies to plot path and direction and ensures organisational efficiency — where people are not promoted beyond their capabilities

It is also important that employees plot their own career paths, so the organisation becomes dynamic rather than bureaucratic.

This process is called Career Path Appreciation (CPA)

**Correct**



Graphic: LEE EMI TRON

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If an individual has the ability to develop through the various levels of work it is important he undergoes the correct growth to complete the cognitive and behavioural success criteria of each level as he develops through them.

De Kock says it is critical that, for example, a person who is capable of doing work at level six grows and develops through levels one to six in such a way that he successfully does work at these levels.

This implies a manager exposed to work at level six is emotionally mature enough, has the knowledge and experience and demonstrates the required behaviour patterns.

Manpower planning and development systems in the organisation should identify which of these levels of work are required

where complacency sets in and people wait for their superiors to die or move on before they progress up the corporate ladder.

With the GTU assessment, which is available to in-house training depart-

ments, training managers can first test employees and then plot the most desirable path which training courses to attend and what experience is required to develop the person to his full potential.

In this way, managers can fulfil their potential and benefit the organisation to its full.

Graphic: LEE EMERTON

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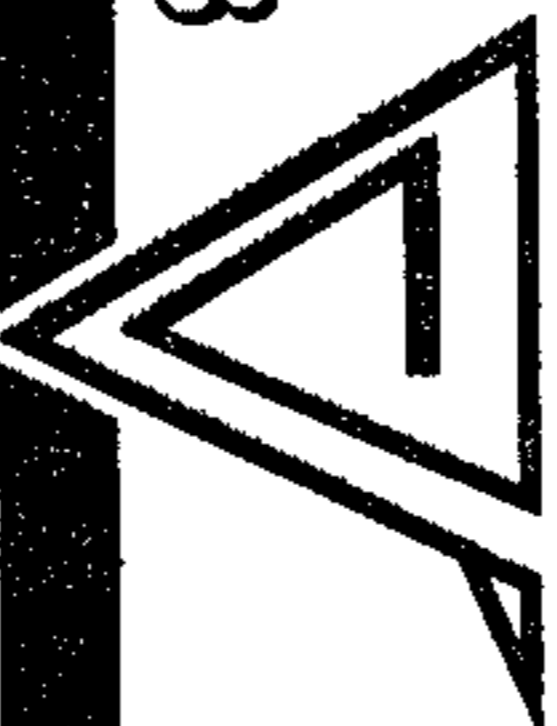
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# Business Day SURVEY

*For business to survive it has to invest in education and training. Forecasts for the '90s indicate a shortage of 100 000 top managers and 400 000 professional and technical people. Compounding this is an adult illiteracy rate of 51% and an education system which does not prepare people for industry. BILLY PADDOCK reports.*

## Money thrown away on wrong courses

THE cost of training employees is high, yet too many companies spend thousands, if not millions, every year on wrong or inadequate courses, says The Central Training Unit's Dr Frans de Bruin

He says it costs a minimum of R40 000 to train an artisan and roughly R150 000 to train a manager

"But companies, while pumping loads of money into training, do not appear to be serious about developing people"

### Variety

They send employees on a variety of courses and expect them to come back trained. When this does not happen, either the employee or the training course is blamed

He says there must be a different approach, in which an assessment of the needs of the organisation are evaluated as well as what the person is capable of before selecting the

course of training to be followed

"We have to persuade companies and their training departments that the process of training requires a holistic approach of the individual in the organisation and what is good for both," De Bruin says

Other training consultants do not agree companies are spending a great deal of money on training. Mast MD Richard McBride says too many medium-size companies tend to regard training as a fad and money down the drain

This policy, he says is self-destructive

Organisations like the ANC will start demanding that companies invest a percentage of their profits in training

"Just as the ANC went to companies demanding they take a percentage of the pension fund and put it into black advancement, they are likely to do the same in training

"Companies should chan-

nel something like 2% of their after-tax profits into training"

He says too many companies regard departments such as training and personnel as non-productive and go to them first when budget cuts are called for. Yet these are areas where the depth, strength and growth of companies lie

### Developing

Sanlam MD Pierre Steyn says in the year to September 1990 the company spent more than R32m on training and developing its sales force

About R2m was used for training marketers, a further R1m for management training in the sales force and more than R134 000 went towards the Institute of Life and Pensions Advisors training

He says it can be proven that training produces better results and better staff retention

waste of money, but often leads to this 'overskilled' person looking for a job in what he perceives as a more challenging environment"

He says the increasing awareness of the value of both technical and computer literacy training has led to vendors of training products offering a vast — and often confusing — array of options.

The solution lies in the concept of Training Needs Analysis (TNA).

He says employers are seeing the wisdom of using TNA as part of an integrated career path plan

"TNA is not a compli-

cated philosophy, nor is it 'high-tech'

"It simply means applying some sound diagnostic and planning principles to the issue of staff training

"It addresses analysing needs, planning for improvement of resources and training of staff."

He says there are three steps to the TNA process.

For each job, from junior operator to data-processing manager, the necessary skills — specific to the company's environment, rather than generic — are defined

The type of technology in place, the way computer systems are used and

the management culture of the organisation are taken into account.

This is followed by definition of the skills requirements of the incumbent in each position.

Finally, a "gap analysis" is defined which identifies the gap between the existing skill of the incumbent and those he will require in order to effectively carry out his job

"Once these steps have been carried out, training selection and planning can take place in the confidence that neither the company's money nor the student's time is being wasted," he says.

## Fine words need to be matched by action

THE need for trained managerial staff is pressing

Even before the phrase "the new SA" was coined, well-intentioned people expressed opinions about how to solve the unemployment problem

"Black upliftment" and "equal opportunity" phrases abounded, but action did not match the words

In institutions offering tertiary education — particularly in management and business skills — the incidence of companies sponsoring black staff was low

With at least 100 000 managerial posts required during the next decade, the only solution is to train blacks

However, only 15% of black students at training organisations are spon-

sored by their employers while the rest pay for themselves

In contrast, 70% of Executive Education 2001 Rex Drew says his company decided to experiment

"We advertised courses in the black Press as being subsidised and ran them in Soweto instead of our Rosebank campus

### Slashing

"We provided the subsidy by slashing the course fee by 50%

"The response was overwhelming. We had to turn people away"

This, he says proves black people are desperate for tertiary management and business skills training, but cost is the deterrent

## Co-operation needed to assess skills needs

INCREASED co-operation between employers, educationists and personnel agencies is vital to create a better balance in supply and demand in the job market, says recruitment and management consultant Marjorie Levy.

"Lack of long-term planning has created a minefield in the employment arena. Much more has to be done to assess the country's skills requirements, to provide vocational guidance and inform people of their job prospects."

She says SA cannot afford to churn out thousands of arts graduates when occupationally directed skills are needed

One way to overcome this is for business to liaise more closely with educational establishments on human resources needs.

This may result in schoolchildren and tertiary students being channelled in more job-related directions. She says job availability, economic outlooks and technological trends need to play a more significant role in career planning

"Finding work for people with minimal education is almost impossible, but it is even more soul-destroying trying to place someone who has a good, but wasted education," Levy says

# 1991 SUMMER PROGRAMME

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|--------------------------------------|---------------|--------------|-------------|-------------|
| Business Management                  | 7 months      | 31 January   | 30 January  | 14 February |
| Small Business Management            | 4 months      | 7 February   | 7 February  | 13 February |
| Business Organisation and Management | 4 months      | 16 March     |             | 16 March    |
| Management Development Diploma       | 3 months      | 7 March      |             | 14 March    |
| Financial Management                 | 3 months      | 6 February   | 7 February  | 25 February |
| International Financial Management   | 3 months      | 16 March     |             |             |
| Practical Accounting (Part-time)     | 2 months      | 14 February  |             | 7 March     |
| Practical Accounting (Full-time)     | 2 weeks       |              | 18 February |             |
| Basic Bookkeeping (Part-time)        | 11 weeks      | 23 January   | 28 January  | 27 February |
| Basic Bookkeeping (Full-time)        | 2 weeks       |              | 28 January  | 11 March    |
|                                      | mornings only |              |             |             |
| Credit Management (Part 1)           | 3 months      | 14 February  |             | 9 March     |
| Credit Management (Part 2)           | 5 months      | 28 February  |             |             |
| Credit Management (Part 3)           | 7 months      | 6 June       |             |             |
| Marketing Management                 | 5 months      | 31 January   | 31 January  | 14 February |
| Marketing & Sales Management         | 3 months      | 2 February   |             | 13 April    |
| Sales Management                     | 3 months      | 7 February   | 6 February  | 2 March     |
| Successful Salesmanship              | 2 months      | 6 February   | 7 February  | 25 February |
| Professional Advertising             | 3 months      | 11 April     |             |             |
| Public Relations                     | 3 months      | 31 January   | 30 January  | 27 February |
| Personnel Management                 | 4 months      | 23 February  | 20 February | 13 February |
| Personnel & Training Management      | 3 months      | 2 February   |             | 2 February  |
| Industrial Relations                 | 3 months      | 23 February  | 20 February | 20 February |
| Train-the-Trainer                    | 2 months      | 2 March      | 28 February |             |
| Training Management                  | 2 months      | 8 June       |             | 8 June      |
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| Purchasing Management                | 3 months      | 21 February  |             | 20 February |
| Warehouse Management                 | 3 months      | 2 March      |             | 29 June     |
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Leadership in practice

# Rapid changes are creating a new training awareness

BECAUSE of rapid change and the need for qualified resources, business has become more aware of the need for training and development at managerial level.

Andersen Consulting's Kari Abramson, who has done extensive research into the problems facing business by the year 2000 says "Companies are faced with the fact that the education system is not preparing people for the requirements of industry".

The country cannot rely almost entirely on the white population for its managerial talent. It has to develop blacks.

## Disadvantaged

Black students, severely disadvantaged by an inadequate education system, need additional tuition in key subjects as well as assistance with skills learning, critical thinking and English language usage, she says.

SA's average growth rate has been less than 2% annually and per capita income has declined by 0,5%

The economy must grow by at least 5% to accommodate an average of 350 000 who will enter the labour force during the '90s.

There is likely to be a shortage of at least 100 000 people in the top management category during the '90s and a shortage of 400 000 professional and technical people.

Fifty-one percent of adults are illiterate (compared to 1% in Japan and 13% in America) and 87% of black teachers are underqualified.

## Invest

For business to survive it needs to invest in education and technical skills training.

Businesses will have to shoulder part of the responsibility for educating employees and preparing them for management positions.

However, private bodies such as correspondence schools, "Star Schools", or business schools will also play a role.

Other media can be used to augment the education system.

Computer-based training programmes and TV could be used to train people at a much faster rate than teachers.

A government proposal is to transmit educational programmes directly to the schools.

The teaching system must also match the skill requirements of the future manager.

Managers need to be prepared for change. They need to have some idea of where they will be in the future and what role organisations will play. Management education must address the challenges of the future, such as how to cope with new organisational structures as well as the implications of political change.

Organisations are focusing on information technology as the country develops from an industrial to an information society.

This means managers will need to be computer literate and able to summarise and analyse data. They will also need to have good oral and written communications skills.

## Autonomous

Organisations are becoming more decentralised. This implies managers will have to liaise with several autonomous work units.

Not only will good communication skills be required, but managers will have to be good team builders.

There will be other issues

they have to deal with, the larger number of women in the workforce, a greater number of people working from home and a greater degree of worker participation.

Management development should also include attitudinal training, such as cross-cultural desensitisation.

## Influences

As values underlie attitudes, managers need to learn about what influences their value system and their behaviour.

As trade unions put more pressure on companies to take affirmative action, managers will need to understand corporate social responsibility.

Curricula will need to be developed in consultation with trade unions and not decided upon unilaterally by management.

People responsible for management development should train employees to become analytical and creative thinkers to deal with the challenges facing them.

An analyst says they should provide an environment for learning by:

- Treating mistakes as occasions for learning.
- Helping individuals diagnose their needs for self-improvement.
- Building training experiences around real problems using simulations, debates and games.
- Providing immediate op-

portunities to practise what they have learnt.

The natural environment is used by a number of organisations to develop leadership skills.

A number of consulting organisations have the knowledge, skill and creativity to generate these types of training strategies and implement them.

They have the necessary skills and knowledge in organisational design, development and training.

Besides being independent and objective, they ensure that goals are realised and standards are maintained.

However, use of outside consultancies does not release the organisation from its commitment to become involved in the training and provision of follow-up and training support.

## Critical

Two factors crucial for success in any management development programme are:

There must be extensive and visible involvement by the CEO.

Corporations with a successful management development process must have a clearly articulated and understood management development policy, strategy and philosophy.

The role of business is crucial and the country has to develop an adequate supply of competent managers to take SA into the future.

This is the challenge facing education.

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# Workshops aid job seekers to succeed at interviews

A MIDRAND-based personnel agency has arranged a series of one day workshops geared to meet the needs of thousands of matriculants, students and army leavers who will enter the labour market during 1991

A spokesman, Mr John Moss, said the workshops to be offered from November 26 until January 18, will take place at No 2 Summit Road, Bluehills, Midrand

He said that it was a fact that job seekers had high hopes of pursuing gainful employment.

Unfortunately most of these newcomers were ill prepared for the daunting task facing them to secure employment

According to Moss, they have also realised that educational institutions are not preparing

graduates to cope with the trauma and stress to secure employment

This resulted in job seekers losing confidence as they went from one interview to the next

He said what made matters worse was that the majority of these people were not aware of how to present themselves in a professional manner

They dressed incorrectly, presented badly written curriculum vitae and did not communicate effectively at interviews.

"We have developed these workshops to assist job seekers who are finding it difficult to secure employment as a result of their inability to effectively market their skills.

"We sincerely believe that these workshops will

go a long way in solving some of the major problems job seekers of all races are facing," he said

The workshop will among other things offer client need in current economic climate, how should job applicants sell themselves' communication skills, preparing a CV and preparation for the interview.

For more information contact John Moss at (011) 318-2428

5200/11/190  
22/11/90

# Returning exiles 'should get priority for jobs'

By SAMANTHA WEINBERG

RETURNING exiles and political prisoners should be given priority in the pursuit of jobs — otherwise they might easily pick up arms and become a major destabilising factor, says Papie Moloto from the Centre for the Development of Human Resources.

The CDHR is closely with the Consultative Business Movement to persuade business to help exiles and former prisoners find gainful employment.

"What we want is to find businesses who are willing to take on skilled people and organise on-the-job training for them. It will work for our mutual benefit — we provide the human resources and business provides physical and training resources," he says.

The opportunity cost of exile or imprisonment is great in terms of benefits

forgone, says Moloto, which is why those disadvantaged people should be given a leg-up when they return.

"Many of those people who have been involved in the armed struggle are bitter, so if they return to unemployment they could easily become a major destabilising factor — especially if they lay their hands on arms.

"That is why they must be gainfully and satisfactorily employed. We don't want business to give them handouts, they must be given jobs."

As many of the returnees have management and leadership potential, this should work for the benefit of the employers as well, he says.

Sechaba Modibede from the Political Prisoners' Support Committee is compiling lists of the approximately 3 000 people still in prison, detailing

their past experience and skills.

Many of them, while illiterate and uneducated, have developed skill in prison, says Modibede, himself a former Robben Islander.

"On the Island, most of the people were aware they would require skills when they were released and studied through correspondence courses to ensure they are prepared to make a meaningful contribution to their country."

In addition they learnt practical skills, such as carpentry, upholstery, building and mechanics — all of which would make them valuable employees to existing companies.

While Modibede's main concern is the fate of former political prisoners, he accepts the whole community should benefit from training — but that prisoners and exiles should be given priority.

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# Workers must learn skills, not Latin

The South African economy is faced with an absurd anomaly: rocketing unemployment and a shortage of skilled labour. **SAMANTHA WEINBERG** looks at moves to ease the situation

**T**HERE will be close to three million unemployed, unskilled workers in South Africa by the year 2000. A projection of a shortage of over 500 000 skilled workers and you get a pretty ridiculous situation. Factor in the negative spin-offs of a large pool of unemployed labour, and it leads to an overwhelming justification for training — to turn some of the unwanted and unskilled people into desperately needed skilled workers.

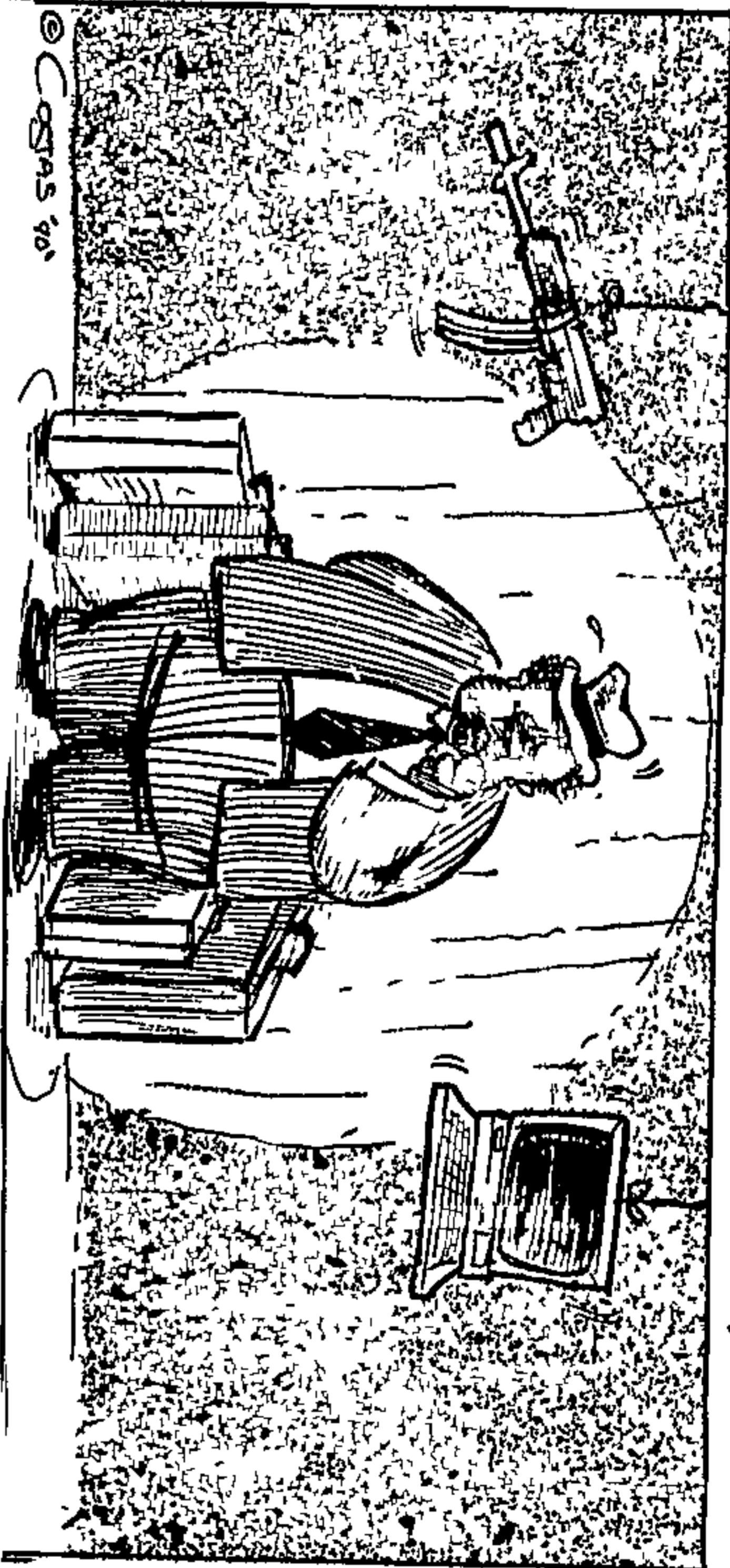
Papie Moloto, of the newly convened Centre for the Development of Human Resources (CDHR), says human resources were treated as a third-rate priority in the "old" South Africa. Traditionally, whites filled the jobs which required more skills — and pulled in larger wage packets. To this day, there are only 20 black accountants out of a countrywide total of 12 000.

The economy, driven by the mining sector (with its great reliance on cheap, unskilled or semi-skilled labour) flourished — until the 1960s, when growth started to exceed the country's ability to meet it. The bottlenecks were quickly identified as skills shortages.

So what was to be done? Instead of training South Africans to take the vacant jobs, immigration was encouraged — which wasn't too successful as many of the people the country desired were repulsed by its politics — and labour-saving technology introduced.

As South Africa slides into another recession, it has become clear that something must be done to develop local human resources — and done quickly.

Two years ago a group of people from a myriad of different organisations — many of them at the time banned — met in Harare to discuss employment promotion in a future South Africa. Last year, after researching the prob-



lems, they met again and convened the CDHR. The aim of the organisation is to promote the need for skills training and facilitate its implementation.

Maloto, former administrator of the African National Congress' manpower in Lusaka, now sits in the centre's Bramfontein headquarters.

He says the centre is not specifically affiliated to any political organisation, but backed by those interested in developing skills for "victims of apartheid".

"Our cause is too big to be party-political. Everybody needs to eat and the food must be provided — that is the end we are working towards."

Maloto admits the work of the centre is still in its embryonic stages but priorities have already been identified. Administrative skills will be at a premium under a new dispensation. People filling administrative posts, especially in government, should be hired on merit not loyalty, he says.

Another major step the CDHR has taken is to forge strong links with the Commonwealth. A Commonwealth expert group on skills development has been put together, its local representative: Papie Moloto.

The group intends to look at ways to forge better links between South Africa and the Commonwealth. Hopefully these will include the use of facilities and training institutions within Commonwealth countries.

The group will come up with its final proposals by the middle of next year.



# Bursaries and addresses

PUPILS FORUM has been flooded with letters from readers requesting addresses where they can apply for bursaries. A number of these addresses were published in our June 8-June 14 edition *New Nation (pupils forum)*

We regret that most institutions are already closed for this year's applications and we advise students to try the bursary sections at the universities, technikons or colleges where they would like to study.

Below we publish the addresses of universities and institutions which offer bursaries. For addresses of technikons and colleges, students may ask their principals, career advisers or local education department offices.

## SOUTH AFRICAN COUNCIL OF CHURCHES (SACC)

The SACC offer financial assistance mainly to students residing in the rural areas.

The assistance is provided for students from secondary school up to university. You should indicate in your application what studies you are following or would like to follow.

Their address is African Bursary Fund  
SA Council of Churches  
P. O. Box 4921  
Johannesburg 2 000

## EDUCATIONAL OPPORTUNITIES COUNCIL

This institution provides financial assistance to standard 10 students who are willing to proceed with their studies at university, a technikon or college of education as well as students in their first year in such institutions.

The applicants should be interested in studying in commerce, science, journalism or public administration.

Those willing to study education should be interested in teaching commerce or science subjects.

Students in the Transvaal, Orange Free State and Western Cape should send their applications to:

Educational Opportunities Council  
P. O. Box 3323  
Johannesburg 2 000

Students from Natal can send their applications to:

Educational Opportunities Council  
P. O. Box 2687  
Durban 4 000

Students in the Eastern Cape can apply to:

Educational Opportunities Council  
P. O. Box 23181  
Dias-Land 6 009

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- Extractive Metallurgy
- Chemical Engineering (with mineral processing options)
- Mechanical Engineering
- Electrical Engineering
- B. Comm. degree with relevant subject choice leading to a career in accountancy or personnel management.

In order to be considered for a bursary or a scholarship in these companies you should be studying for or have obtained a matric exemption with symbols which are acceptable to university. The lowest acceptable symbol is "D".

The address is: The Bursary and Scholarship Unity Graduate Recruitment Dept.  
Anglo American Corporation of SA Ltd.

P. O. Box 61587  
Marshalltown 2107

## THE SA INSTITUTE OF RACE RELATIONS

Provides financial assistance for tertiary studies. Only students in tertiary institutions or currently doing matric need apply.

The address is: SA Institute of Race Relations

Bursary Dept.  
P. O. Box 32597  
Braamfontein 2017

It is also not too early to choose the university, you would like to go to. Here are some addresses. You can apply now for their prospectus

## Addresses of Universities

Transvaal:  
The University of Bophuthatswana  
Private bag X2046  
Mafikeng  
Bophuthatswana

Medical University of South Africa  
P. O. Medunsa 0204  
University of the North  
Private bag X5090  
Pietersburg 0070

University of Pretoria  
Brooklyn, Pretoria  
0181

University of South Africa  
P. O. Box 392  
Pretoria 0001

University of Venda  
Private bag X2220  
Thohoyandou  
Venda

Vista University  
Private bag X634  
Pretoria 0001

University of the Witwatersrand  
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Johannesburg 2 000

Cape Province:  
The University of Cape Town  
Private Bag Rondebosch 7 700  
The University of Fort Hare  
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Alice 5700

University of Port Elizabeth  
P. O. Box 1600  
Port Elizabeth 6 000  
Rhodes University  
P. O. Box 94  
Grahamstown 6 140

University of Stellenbosch  
Stellenbosch 7 600

University of Transkei  
Private bag X5092  
Umtata  
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University of the Western Cape  
Private bag X17  
Bellville 7 530

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Durban 4 000

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King George V Avenue  
Durban 4 001

University of Natal-Pietermaritzburg  
P. O. Box 375  
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University of Zululand  
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kwa-Dlangezwa 3 886

# Retrenched workers get helping hand

By JOSHUA RABOROKO

*So wetaun 26/11/90*  
WITH the current slow economic growth rate and many South African companies retrenching workers in large numbers, a bookkeeping company has started a new division to handle laid-off staff (179)

Pressure on the job market will also increase with the return of thousands of exiles who will need help to find employment or start their own businesses in order to create job opportunities (S) (C) (Z)

The Academy of Computer Bookkeeping CC, has started services, which include courses on how to get a better job, how to start your own business, strategy sessions, the use of facilities and advice and assistance on preparing a superior curriculum vitae

The academy's placement division's executive, Mr Bill Nourse, said many companies in the mining, banking, computer and defence industries who were retrenching staff felt a moral commitment to help their laid-off workers to get back on their feet.

However, because of the competitive nature of the job market, many people, especially blacks, were not getting sufficient expertise to cope with the demands in the fast changing technological and commercial environment.

He said that people were starting to realise that the days that employees could remain with one employer all their working lives were probably over forever

"Employees are realising that they have to constantly improve their skills and improve on their curriculum vita and be able to competently market their skills and abilities when they need to get a better job."

Courses offered by the academy include basic manual bookkeeping, bookkeeping on computer, PC computer operation, financial management on spreadsheets and word processing and date base management. The courses have been designed by and are under the supervision of Chartered Accountants

**DEPARTMENT OF MANPOWER**

No. R. 2749

30 November 1990

**CORRECTION NOTICE****WAGE ACT, 1957**

WAGE DETERMINATION 466 — BRUSH AND BROOM MANUFACTURING INDUSTRY, CERTAIN AREAS

The following correction to Government Notice No. R. 2350 of 5 October 1990 is published for general information:

In clause 3 (1) (b), for the expression "After six months" wherever it occurs in the headings of the wage tables, substitute the expression "During the second six months after this determination has come into effect"

No. R. 2754

30 November 1990

**LABOUR RELATIONS ACT, 1956**

JEWELLERY AND PRECIOUS METAL INDUSTRY (CAPE) — RENEWAL OF TRAINING FUND AGREEMENT

I, Eli van der Merwe Louw, Minister of Manpower, hereby, in terms of section 48 (4) (a) (ii) of the Labour Relations Act, 1956, declare the provisions of Government Notices Nos R 960 of 3 June 1977, R 2156 of 27 October 1978 and R. 723 of 30 March 1990, to be effective from the date of publication of this notice and for the period ending 8 April 1992

**E. VAN DER M. LOUW,**  
Minister of Manpower.

No. R. 2755

30 November 1990

(179) **LABOUR RELATIONS ACT, 1956**

JEWELLERY AND PRECIOUS METAL INDUSTRY (CAPE) — AMENDMENT OF TRAINING FUND AGREEMENT

I, Eli van der Merwe Louw, 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 second Monday after the date of publication of this notice and for the period ending 8 April 1992, upon the employers' organisation and the trade union which entered into the Amending Agreement and upon the employers and employees who are members of the said organisation or union; and

**DEPARTEMENT VAN MANNEKRAG**

No. R. 2749

30 November 1990

**VERBETERINGSKENNISGEWING****LOONWET, 1957**

LOONVASTELLING 466 — BORSEL- EN BESEM- NYWERHEID, SEKERE GEBIEDE

Die volgende verbetering aan Goewermentskennisgewing No. R. 2350 van 5 Oktober 1990 word vir algemene inligting gepubliseer

In klousule 3 (1) (b), vervang die uitdrukking "Na ses maande" oral waar dit in die opskrifte van die loontabelle voorkom, deur die uitdrukking "Gedurende die tweede ses maande nadat hierdie vasstelling in werking getree het"

No. R. 2754

30 November 1990

**WET OP ARBEIDSVERHOUDINGE, 1956**

JUWELIERSWARE- EN EDELMETAALNYWERHEID (KAAP) — HERNUWING VAN OPLEIDINGSFONDS-OOREENKOMS

Ek, Eli van der Merwe Louw, Minister van Mannekrag, verklaar hierby, kragtens artikel 48 (4) (a) (ii) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van Goewermentskennisgewings Nos R 960 van 3 Junie 1977, R 2156 van 27 Oktober 1978 en R 723 van 30 Maart 1990, van krag is vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 8 April 1992 eindig

**E. VAN DER M. LOUW,**  
Minister van Mannekrag

No. R. 2755

30 November 1990

**WET OP ARBEIDSVERHOUDINGE, 1956**

JUWELIERSWARE- EN EDELMETAALNYWERHEID (KAAP) — WYSIGING VAN OPLEIDINGSFONDS-OOREENKOMS

Ek, Eli van der Merwe Louw, 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 tweede Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 8 April 1992 eindig, bindend is vir die werkgewersorganisasie en die vakvereniging wat die Wysigingsooreenkoms aangegaan het en vir die werkgewers en werknemers wat lede van genoemde organisasie of vereniging is; en

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 (b) in terms of section 48 (1) (b) of the said Act, declare that the provisions of the Amending Agreement, excluding those contained in clause 1 (1) (a), shall be binding, with effect from the second Monday after the date of publication of this notice and for the period ending 8 April 1992, 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

**E. VAN DER M. LOUW,**  
 Minister of Manpower.

### SCHEDULE

#### INDUSTRIAL COUNCIL FOR THE JEWELLERY AND PRECIOUS METAL INDUSTRY (CAPE)

#### TRAINING FUND AGREEMENT

In accordance with the provisions of the Labour Relations Act, 1956, made and entered into by and between

#### The Cape Jewellery Manufacturers' Association

(hereinafter referred to as the "employers" or the "employers' organisation"), of the one part, and

#### The Jewellers' and Goldsmiths' Union

(hereinafter referred to as the "employees" or the "trade union"), of the other part,

being the parties to the Industrial Council for the Jewellery and Precious Metal Industry (Cape),

to amend the Training Fund Agreement published under Government Notice No R 960 of 3 June 1977, as amended and renewed by Government Notices Nos R 2156 of 27 October 1978, R 1417 of 9 July 1982, R 24 of 7 January 1983, R 576 of 15 March 1985, R 147 of 30 January 1987, R 2152 of 25 September 1987, R 71 of 22 January 1988 and R 722 of 30 March 1990

#### 1. SCOPE OF APPLICATION OF AGREEMENT

(1) The terms of this Agreement shall be observed in the Jewellery and Precious Metal Industry—

(a) by all employers who are members of the employers' organisation and by all employees who are members of the trade union,

(b) in the Magisterial District of the Cape [excluding those portions which prior to 24 October 1958 and 9 March 1973 (Government Notices Nos 1559 of 24 October 1958 and 173 of 9 February 1973) fell within the Magisterial District of Wynberg, but including that portion of the Magisterial District of Goodwood which, prior to the publication of Government Notice No 1882 of 3 October 1975 fell within the Magisterial District of the Cape].

(2) Notwithstanding the provisions of subclause (1), the terms of this Agreement shall—

(a) apply only to employees for whom wages are prescribed in the Main Agreement, and to the employers of such employees;

(b) apply to apprentices in so far as they are not inconsistent with the provisions of the Manpower Training Act, 1981, or any contract entered into or any condition fixed thereunder

(b) kragtens artikel 48 (1) (b) van genoemde Wet, dat die bepalings van die Wysigingsooreenkoms, uitgesonderd dié vervat in klousule 1 (1) (a) met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 8 April 1992 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

**E. VAN DER M. LOUW,**  
 Minister van Mannekrag.

### BYLAE

#### NYWERHEIDSRAAD VIR DIE JUWELIERSWARE- EN EDELMETAALNYWERHEID (KAAP)

#### OPLEIDINGSFONDSOOREENKOMS

ooreenkomstig die Wet op Arbeidsverhoudinge, 1956, gesluit deur en aangegaan tussen

#### The Cape Jewellery Manufacturers' Association

(hierna die "werkgewers" of die "werkgewersorganisasie" genoem), aan die een kant, en

#### The Jewellers' and Goldsmiths' Union

(hierna die "werknemers" of die "vakvereniging" genoem), aan die ander kant,

wat die partye is by die Nywerheidsraad vir die Juweliersware- en Edelmetaalnywerheid (Kaap),

om die Opleidingsfondsooreenkoms gepubliseer by Goewermentskennisgewing No R 960 van 3 Junie 1977, soos gewysig en hernieu deur Goewermentskennisgewings Nos R 2156 van 27 Oktober 1978, R 1417 van 9 Julie 1982, R 24 van 7 Januarie 1983, R 576 van 15 Maart 1985, R 147 van 30 Januarie 1987, R 2152 van 25 September 1987, R 71 van 22 Januarie 1988 en R 722 van 30 Maart 1990, te wysig

#### 1. TOEPASSINGSBESTEK VAN OOREENKOMS

(1) Hierdie Ooreenkoms moet in die Nywerheidsraad vir die Juweliersware- en Edelmetaalnywerheid nagekom word—

(a) deur alle werkgewers wat lede is van die werkgewersorganisasie en deur alle werknemers wat lede is van die vakvereniging,

(b) in die landdrostdistrik die Kaap [uitgesonderd daardie gedeeltes wat voor 24 Oktober 1958 en 9 Maart 1973 (Goewermentskennisgewings Nos 1559 van 24 Oktober 1958 en 173 van 9 Februarie 1973) binne die landdrostdistrik Wynberg geval het, maar inbegrip van daardie gedeelte van die landdrostdistrik Goodwood wat voor die publikasie van Goewermentskennisgewing No 1882 van 3 Oktober 1975 binne die landdrostdistrik die Kaap geval het]

(2) Ondanks subklousule (1) is hierdie Ooreenkoms—

(a) van toepassing slegs op werknemers vir wie lone in die Hoofooreenkoms voorgeskryf word en op die werkgewers van sodanige werknemers,

(b) op vakleerlinge van toepassing slegs vir sover dit nie met die Wet op Mannekragopleiding, 1981, of met 'n kontrak wat daarkragtens aangegaan of 'n voorwaarde wat daarkragtens gestel is, onbestaanbaar is nie

**2. CLAUSE 6.—CONTRIBUTIONS TO THE FUND**

(1) Substitute the following for subclause (2):

(179) "(2) Every employer shall contribute to the Fund an amount of 2 cents for every R5 of wages paid to weekly-paid and monthly-paid employees. For the purposes of this clause, wages shall include leave pay."

Signed at Cape Town this 23rd day of August 1990

**M. LEVIN,**  
Chairman

**J. DAVIDS,**  
Vice-Chairman.

**Miss K. MARTIN,**  
Secretary.

No. R. 2790

30 November 1990

**LABOUR RELATIONS ACT, 1956****LEATHER INDUSTRY, REPUBLIC OF SOUTH AFRICA.—EXTENSION OF PROVIDENT FUND AGREEMENT**

I, Dennis van der Walt, Director: Labour Relations, duly authorised thereto by the Minister of Manpower, hereby, in terms of section 48 (4) (a) (i) of the Labour Relations Act, 1956, extend the periods fixed in Government Notices Nos. R 1303 of 1 July 1988 and R. 307 of 16 February 1990, by a further period ending 1 January 1996.

**D. VAN DER WALT,**  
Director: Labour Relations.

No. R. 2791

30 November 1990

**LABOUR RELATIONS ACT, 1956****LAUNDRY, CLEANING AND DYEING INDUSTRY (NATAL).—AMENDMENT OF MAIN AGREEMENT**

I, Eli van der Merwe Louw, 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 date of publication and for the period ending 9 February 1995, upon the employers' organisation and the trade union which entered into the Amending Agreement and upon the employers and employees who are members of the said organisation or union; and

**2. KLOUSULE 6.—BYDRAE TOT DIE FONDS**

(1) Vervang subklousule (2) deur die volgende

"(2) Elke werkgewer moet 'n bedrag van 2 sent vir elke R5 van lone wat aan weekliksbesoldigde en maandeliksbesoldigde werknemers betaal word, tot die Fonds bydra. Vir die doeleindes van hierdie klousule sluit lone verlofbesoldiging in."

Geteken by Kaapstad op hede die 23ste dag van Augustus 1990

**M. LEVIN,**  
Voorsitter

**J. DAVIDS,**  
Ondervoorsitter.

**Mej. K. MARTIN,**  
Sekretaris.

No. R. 2790

30 November 1990

**WET OP ARBEIDSVERHOUDINGE, 1956****LEERNYWERHEID, REPUBLIEK VAN SUID-AFRIKA.—VERLENGING VAN VOORSORGFONDS-OOREENKOMS**

Ek, Dennis van der Walt, Direkteur: Arbeidsverhoudinge, behoorlik daartoe gemagtig deur die Minister van Mannekrag, verleng hierby, kragtens artikel 48 (4) (a) (i) van die Wet op Arbeidsverhoudinge, 1956, die tydperke vasgestel in Goewermentskennisgewings Nos. R 1303 van 1 Julie 1988 en R 307 van 16 Februarie 1990, met 'n verdere tydperk wat op 1 Julie 1988 en R. 307 van 16 Februarie 1990, met 'n verdere tydperk wat op 1 Januarie 1996 eindig

**D. VAN DER WALT,**  
Direkteur: Arbeidsverhoudinge

No. R. 2791

30 November 1990

**WET OP ARBEIDSVERHOUDINGE, 1956****WASSERY-, DROOGSKOONMAAK EN KLEURNYWERHEID (NATAL).—WYSIGING VAN HOOF-OOREENKOMS**

Ek, Eli van der Merwe Louw, Minister 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 die datum van publikasie en vir die tydperk wat op 9 Februarie 1995 eindig, bindend is vir die werkgewersorganisasie en die vakvereniging wat die Wysigingsooreenkoms aangegaan het en vir die werkgewers en werknemers wat lede van genoemde organisasie of vereniging is, en

# Architecture school has *Soweto 30/11/90* 8 vacancies

STUDENTS in Mamelodi and surrounding areas who want to pursue a career in draughting or architecture have until the first week of December to submit applications

Mr Gray Robertson, co-ordinator of The Y-Design School of Architectural Draughting, said they have only eight vacancies for interested students next year.

He said although the school was well-known in Mamelodi, they would like to have more contact with students in the surrounding areas.

The school offers a two-year, full-time course to students, preferably with matric and maths, but technical drawing and art subjects are also helpful.

"The three objectives of the course are to equip the students to be self-employed, to work in an architects office or to study further at a technicon or university," he said

The school is at the YMCA Centre in Mamelodi and was formed in 1984. It is a private, non-profit school funded by architects, local and international organisations

It is administered by the Pretoria Architectural Society and has a working relationship with Protec and the South African Institute of Architects

The tuition for the year is R250, dependent on the final budget. For further information contact (012) 801-1172.

# UCT to establish new engineering degree

Sowetown 30/11/90



A NEW degree in Electro-mechanical Engineering is to be es-

tablished at the University of Cape Town - making it the first interdisciplinary engineering degree to be offered at a South African university.

The departments of Mechanical and Electrical Engineering have already finalised the curriculum and students are now being accepted to begin their first year in 1991 with an initial target intake of 20 students.

A spokesman said the UCT Senate and Council had agreed to introduce the degree, subject to ministerial approval, and have stipulated that the degree will be introduced on a five-year trial basis.

Professor Manfred Reineck, head of Electrical and Electronic Engineering Department, said that while employers were generally happy

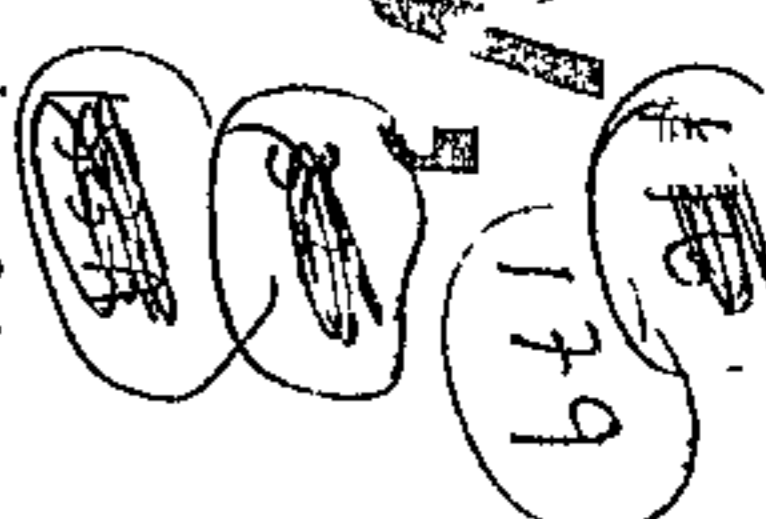
with the specialist degrees of civil, mechanical and electrical engineering, some industries would be better served with broad-based engineering graduates.

"The aim of the new degree was to produce engineering graduates eminently suited for multi-disciplinary project tasks. The electromechanical engineer is a generalist expected to play an important role in industries where a multi-disciplinary approach is required.

"They can be expected to perform effectively as project leaders, maintenance or resident engineers and because of their broad-based engineering background should also do well in managerial positions," he said.

# SOWETAN BUSINESS

## Black builders are angry, frustrated and helpless



LACK of education and training, lack of finance and credit facilities, legal restraint and exploitation, had continued to face black builders in South Africa, the director of the Southern Africa entrepreneurial development, Mr Colin Griffith, said yesterday

By JOSHUA RABOROKO

Speaking at the presentation of certificates to Soweto builders, he said that it was hardly surprising that many small builders joining the course expressed anger, frustration and helplessness.

He said "Once on the course, they soon find that they are not alone with their problems and over the months which follow they gain in knowledge and self confidence

examples of builders on our courses taking individual and group initiatives to address their problems and bring about changes in their own environment The formation of the Itoseng Builders Association in Soweto

In addition to the individual development which took place, "we believe that the more builders who receive our training the greater will be the synergy effect"

Soweto with its relatively large number of builders, the synergy potential was important a point which has gone unnoticed by the Soweto Developers Liaison Forum

found a number of local builders who were willing and able to assist us as instructors One such man, who worked with both of the groups receiving certificates today, is Christopher Jiyani. I would like to thank him for the help which he has given us and ask you to show him your appreciation" he said

He announced that by the end of the year they would have run 40 courses at either introductory or intermediate levels in various parts of the country Of these seven introductory and four intermediate courses have been run in Soweto

The intermediate certificates awarded have the necessary entrepreneurial skills to manage a small building contracting business However, what has excited them most in conducting these courses, has not been the skills learnt but the change of attitude demonstrated



Passengers boarding an aircraft with their giant cards.

# Bursary winners announced

BLACK consumers account for more than 50 percent of total retail market sales .. yet the black advertising copywriter or account executive is one of a rare breed

"Gone are the days when whites alone can decide what's good for blacks, particularly in terms of buying," said Denise Stamm, deputy MD of Grey Advertising and chairman of the Darryl Phillips Bursary Fund.

Four years ago, in an attempt to start addressing this problem, Grey Group chairman Darryl Phillips started a bursary fund which aims to foster black talent in the advertising industry

Three bright youngsters each year — students who have successfully completed their first year of university — are awarded full bursaries to the University of the Witwatersrand

Star 8/12/90  
Stamm announced the 1991 recipients at a function in Sandton last week.

They are Welhemina Magomotsi, Mxolosi Vincent Norman and Nonhlanhla Gumbi, all first-year students at the University of the Witwatersrand.

Welhemina is a dramatic arts student whose ambition is to act and to direct films and theatre.

179 **Medal**  
Mxolosi, a husband and father, is also in dramatic arts .. and is an outstanding trumpet player in addition to his interest in screenplays and commercials.

Nonhlanhla is a commerce student with excellent business acumen. In 1987 she was awarded a silver medal by the Black Management Forum for her efforts in

the Junior Achievement Programme.

The bursary covers their tuition fees, residence fees, books and a personal cash allowance. They will work for one of the Grey Group agencies during their holidays and will be offered full-time positions on completion of their degrees.

"It is particularly important at this time that every effort be made to ensure that talent is nurtured wherever it is found," Stamm says

"One former bursary fund student who went on to work for us as a junior copywriter, Gladwin Marumo, is now in the United States on a Fulbright Scholarship," says Stamm.

"Although we are sorry to have lost him, we are delighted to think that we played a role in his development"

# Afrox hits at envy

S/ Times 9/12/90  
Business Times Reporter

THE WORK ethic appears to be withering at all levels, says Afrox chairman Peter Joubert in his annual review

He says neither the begging bowl nor the surliness of envy helps to raise any society

"Work must start with education and continue in its many forms of endeavour to put more in than is taken out."

Afrox's slogan is, "It's not what we put in, it's what you take out"

Through a programme of job "ownership", employees are encouraged to "grow" their jobs. This involves identifying ways of making the employee's efforts more productive and identifying other areas related to the job where he can make a contribution.

Afrox is helping 1061 employees in a complement of 7 133 with their housing. It is funding the education of 51 external students and 450 children of staff. In addition, 116 employees are taking advantage of the staff education scheme to study for degrees and diplomas.

The Afrox approach to manpower appears to work — the company has made significant technological progress, and it has avoided industrial action. More than 1,400 employees are members of a unit trust which owns 7% of the company.

The company expects to maintain growth even though it foresees a difficult 1991.

# Fund ensures that talent is not lost

COMPANIES and business people should be doing whatever they can to ensure that the country's vast pool of talent is not lost forever.

This was said by Ms Denise Stamm, deputy managing director of Grey Advertising and chairman of Darryl Phillips Bursary Fund.

She was speaking at a function in Sandton to

award bursaries to three 1991 students, who successfully completed their first-year of study at Wits University.

They are Welhemina Mogomotsi (18), Mxolisi Vincent Norman (27) and Nonhlanhla Gumbi

Welhemina is a dramatic arts student. Her ambition is to act, direct films and theatre

Mxolisi, a husband

and father, is also in dramatic arts. He is also an outstanding trumpet player in addition to his interest in screenplays and commercials.

Nonhlanhla is a commerce student with excellent business acumen. In 1987 she was awarded a silver medal by the Black Management Forum for her efforts in the Junior Achievement Programme and sees herself as an entrepreneur.

The bursary covers their tuition fees, residence fees, books and

a personal cash allowance. They will work for one of the Grey group agencies during their holidays and will be offered full-time positions on completion of their degrees

The fund provides bursaries in the faculties of arts and commerce, with the intention of developing black talent in the advertising industry.

Stamm said black consumers account for more than 50 percent of total retail market sales, yet the black advertising copy-

writer or account executive is a rare breed.

She said the days were gone when whites alone could decide what is good for blacks, particularly in terms of buying. She said in an attempt to address this, four years ago, the Grey group chairman, Darryl Phillips, started the bursary fund

"It is particularly important at this time that every effort is made to ensure that talent is nurtured wherever found," she said

December 13, 1990

# Careers plan to help youth

Sowetan 13/12/90

179  
by MATHATHA  
TSEDU

THE Seshego branch of the Azanian Youth Organisation is to hold a week-long series of lectures next week aimed at improving career guidance among the youth, branch chairman, Mr Timmy Machaka, announced yesterday.

The lectures, which are open to members of the public, will be held at the local community hall and will also include film

shows

The series begins on Monday with "The children's rights, child abuse and drug abuse among the youths" by Sanca regional representative Mr Morongwa Magongwa

## Careers

A discussion on sexually transmitted diseases and Aids and medicine as a career will be led by a local doctor

The rest of the programme is: Wednesday - Journalism as a career by Sowetan's northern Transvaal correspondent, Mathatha Tsedu.

Thursday Accounting and the commercial sector - career opportunities, by Mr Japie Sello Maboea.

Friday. The law as a profession by Mr Don Nkadimeng.

Machaka said films related to the specific topics would also be shown. The programme will start at noon daily.

Models of Queen Elizabeth and former British prime minister Margaret Thatcher, from the television programme Spitting Image, arrive at the Spitting Image Rubberworks Exhibition which opened in Covent Garden on Saturday. The exhibition gives visitors the chance to see what goes on behind the scenes of a popular TV show. Picture REUTERS

## Free course on how to get employment

WITH retrenchments soaring, a computer academy has developed a 10-step job-seeking course, which it offers free of charge over the holiday period.

The Academy of Computer Bookkeeping's pilot scheme provides for lectures which can be taken at convenient times.

Course presenter Bill Nourse said at the weekend many retrenchments were taking place over the festive period.

"We have spent hundreds of hours developing the course — 10-Steps To Get A Job — which we offer free of charge to the readers of Business Day.

"A lot of it is homework which the participant can take home and study in his own time."

The developers say the course has been designed to suit a wide range of job-seek-

THEO RAWANA

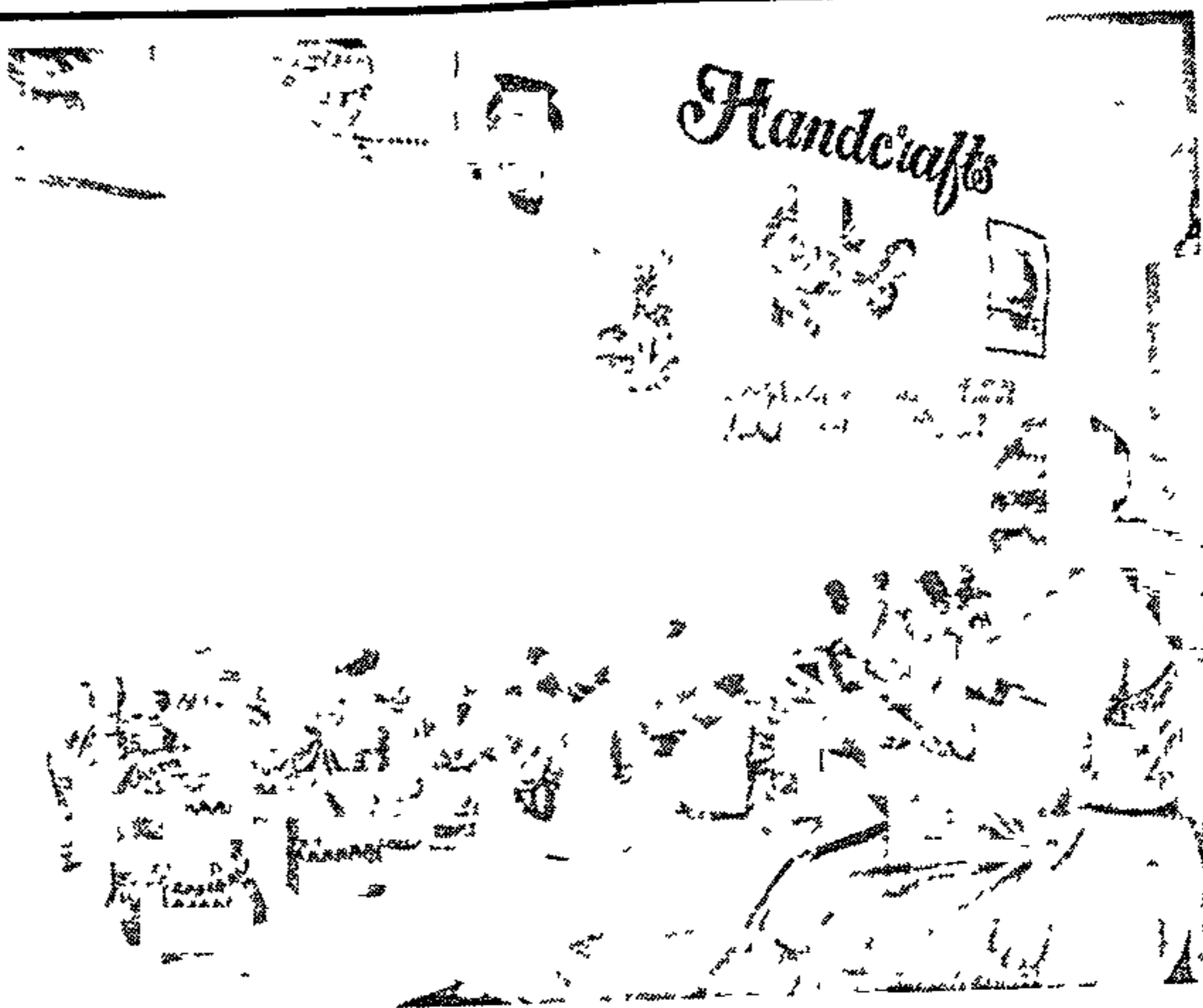
ers such as matriculants, tradespeople, graduates, the experienced and inexperienced and young and old.

Among job categories provided for are accountancy, bookkeeping, engineering, law, banking, mechanics, salesmanship, secretarial work, science and the technicians' vocations.

The system uses techniques which show the workseeker how to determine requirements for a job, decide on suitable employment, how to search for a new job and how to develop and prosper in a new career.

Nourse said the course was available during December and for at least the first two weeks of January. He can be contacted at (011) 483-1908.

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Mrs Jemina Tladi is involved in one of the Sechaba projects. She makes African dolls to promote Black consciousness

# Sechaba - a story of success in aid

Sowetan 19/12/90

179

FROM a backyard room to a modern training centre, that is how the Sechaba training programme has grown.

The self-help scheme, which operates under the auspices of the Inter-denominational Prayer Women's League, moved into its new premises in July

The spacious and airy centre, which can house 100 workers at a time and has two industrial sewing machines - one overlock and 12 domestic machines - is a far cry from the township backyard rooms where only one machine could be fitted and in which only one member could work

Unemployed women from different denominations do handcrafts,

**By SIZA KOOMA**

sewing and fabric printing

The products, school uniforms, ethnic attire and traditional hand-crafted wares, are sold to curio shops and to the public on order

Sechaba has also trained 17 women on both printing and basic sewing skills since its launch

Director Mary Mabaso said the self-help scheme, initiated in 1983, was part of the IDPWL's attempt to teach people to do things for themselves even though they still had projects that offered assistance to the needy in the form of clothing and food

"Our policy is to teach people how to catch fish so that they can be self-reliant. We show them

options on what they could do to alleviate their problems by giving them skills that would help them earn a living," Mabaso said

She said the women were screened before training to check if they were "deserving and would be dedicated to improving themselves and others when they had been given the skills"

The screening discouraged people who would only go back to sit at home with the skills they had acquired from training

Women at Sechaba, which relies solely on sponsors, are paid from profits made on sales. The profits are also used to buy material to run the different projects. The women get from R80 to R120 a week.

December 21 1990

# Rhodes projects will help community

Sowetan 21/12/90

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THE Rhodes University Institute for Social and Individual Development in Africa has established a broad range of community projects to help meet the urgent need for the development of people within non-racial social structures in the East London area.

Established at the East London Division of Rhodes two years ago, Isida has moved from strength to strength under the direction of Mr Ken Dovey, an accomplished sportsman who is highly qualified in the fields of education and psychology with vast university, business and community project experience

According to Dovey, the institute aims to develop people in a broad way including the acquisition of interpersonal and technical skills, constructive values, awareness of socio-political contexts, the ability to work well within a team, competence in communication and strategic thinking skills.

He says that individual and social development can only be attained across a wide range of contexts

Isida has initiated projects at schools, workplaces, outdoor education centres, tertiary education centres, sportsgrounds and centres for the visual and performing arts

The institute operates on the principles that all the projects it supports are non-racial in principle and practice, projects must span a minimum of three years and must

By NKOPANE MAKOBANE

strive for excellence in the achievement of their goals

The institute's leadership programme, LEAD, functions across a wide spectrum of age groups, and focuses on communal leadership where each participant takes an equal responsibility for the performance and welfare of the group

The programme includes a number of com-

ponents, including a tough three-day outdoor component which aims at developing team-building skills, values and attitudes

This takes place at the Hobbiton-on-Hogsback outdoor education centre in the Hogsback mountains

Another component of the Lead programme involves a one-day political forum workshop, where participants develop an informed awareness of one another's socio-

political contexts, beliefs and convictions

Power management, creative thinking, confidence building, and strategic planning and organisation are also components of the Lead programme

Further detailed information on the projects which Isida has initiated can be found in a recently-released book co-written by Ken Dovey and Terry de Jong, entitled Developing People

B 1221 31/12/90  
**Engineers  
set up new  
foundation**

GARETH BELL 179

ENGINEERS plan to create a national body, with a budget of R100m a year, to increase the number of matriculants qualified to study engineering

In a move to counter "the crisis in engineering education", the SA Engineering Association Council, the engineering education and training committee and member institutions plan to set up a National Foundation for Technological Development (NFTD), the December edition of Productivity SA reports

The foundation will fund tertiary engineering education and will set up programmes to address the problems of students from disadvantaged backgrounds.

The magazine said the foundation would have an annual budget of R100m and industry would probably participate on a rand-for-rand basis

The decision to set up the foundation was taken in response to a 1989 committee report, on The Crisis in Engineering Education.

Problem areas addressed in the report included improving the numbers of suitably qualified matriculants and funding tertiary engineering education to help universities attract suitable staff and produce more graduates

The foundation will coordinate the programme at a regional level



MAN POWER — TRAINING —

1991

JAN ~~MARCH~~ — ~~DECEMBER~~ .

## Blacks struggle as big firms cut bursaries

PATRICK BULGER and POLLY JONES

MAJOR companies have cut their bursary allocations, citing poor black matric results, the economic downturn and retrenchments that make it unnecessary to train professionals in certain fields.

Black students — many of whom rely almost entirely on bursary finance — are being particularly hard hit.

"Our number of bursaries is going to be lower this year," a spokesman for Anglo American Corporation said.

New bursaries offered by the corporation had dropped from 180 last year to about 150, the spokesman said, adding that the number of retrenchments made it unnecessary to train more people. (179)

Cutbacks were being introduced in the engineering fields, while an equal number of bursaries in the mining and metallurgical field were still being offered.

A Gold Fields of SA spokesman said the company would be offering 30 bursaries this year, down from 50 last year.

Companies that intend retaining the same number of bursaries this year are being inundated by inquiries as university fees rise by an average of 22%.

Electronics company Altron said it was offering 35 bursaries this year as opposed to 21 last year but had cut back full bursaries to offer more students half bursaries. Altron's scheme attracted 850 applicants last year — this year there were 2 300.

The cutback was being felt particularly in technical training, said Witwatersrand Technikon rector Dirk Wild.

He said a lot more students — especially blacks — were applying for places at the technikon without having employers to pay for their education, as was usual. "Companies just can't afford to train any more," he said. Biday 111191

He cited the case of a student who obtained six distinctions in his first year. In spite of this his bursars had suggested he find another way to pay for his studies.

While bursaries were being cut back, the number of applications was increasing.

An Eskom spokesman said the corporation intended giving the same number of bursaries as last year but said there had been a number of cancellations because of poor black matric results.

# Job training centres on the rise in Reef

By Shirley Woodgate

179

Demand for staff at businesses throughout the Reef has suffered a definite downturn due to the recession, but wise job training centres are rapidly adapting their job strategy to meet the poor state of the economy

This became clear in interviews with representatives of leading employment agencies and tertiary education centres specialising in specific skills or higher education

A top Johannesburg com-

puter programming trainer, Manie van Zyl of van Zyl and Pritchard's said

"The present situation has forced everyone to rethink their positions and in the information systems industry employers are in the process of looking at the sharp guys aged around 30 whom they can promote while getting rid of the deadwood

"That is the upwards situation but looking to the lower levels of staff, bosses are introducing limitations on the headcount.

Star 21/1/91 -  
"If they employ at the lowest level they prefer to take on staff with two years' experience whom they will pay double in order to get extra output with less people

"From our own point of view as trainers, we will all not only have to train differently but better. The alternative is going out of business," he warned

"Computer Personell" spokesman Peter Maybury confirmed Mr van Zyl's view, stressing that employers' demands were for staff with six

month's or more experience.

A vastly different tale comes from the Witwatersrand Technikon where most of the 15 000 students are employed before they embark on tertiary education

Spokesman Hannes Botha said many inquiries were received from firms wanting trained staff, particularly in the engineering, business and secretarial fields.

"Tradesmen are in demand and salaries are very good, often starting at R3 000," he said

# Tradesmen to play role in education

so wefer 31/11/91

179

BUSINESS and industrial leaders have been urged to call a national conference in an attempt to solve the appalling crisis that the latest black matric results have brought about

The chief executive of Castrol SA, Mr Deryck Spence, said: "The black matric results have been a great tragedy. We have lost two generations of what could have been highly productive, skilled labour.

"It does not matter now whether this was caused by the cry of 'liberation before education', or the Government's Bantu Education Act. The truth is that something has to be done to save the nation."

Minister of DET Dr Stoffel van der Merwe had announced that 36,4

By JOSHUA  
RABOROKO

percent of matriculants had passed, as opposed to 42,4 percent in 1989. However, more pupils wrote the exams in 1990 than in 1989.

## Dasaster

The disastrous 1990 black matriculation results came under heavy criticism from many political and educational groupings which described them as "appalling" and called on the Government to introduce one-single system of education for all citizens in South Africa.

Spence showed concern in the black matric results when he said: "What matters now is the present and the future. The authorities can deal

with the new intakes of school children, but the private sector must find ways to convert what is a two-generation, confused group of largely rebellious youths into a useful pool of desperately needed productive labour."

His company had made a start by providing scholarships for artisan skills. Business and industry needed skilled workers for the economic development of South Africa, and "something urgent must be done now."

"It is possible that business and industrial leaders might have to call a national conference in an attempt to solve the appalling crisis the latest black matric results have pointed up," he said.

# Seifsa sets up supervisor training programme

EMPLOYER body Seifsa yesterday announced the launch of a new supervisors training programme, endorsed by itself and major trade unions, which aims to improve productivity and quality control in the metal and engineering industry.

Seifsa executive director Brian Angus told a presentation in Johannesburg yesterday that the Spanish government had contributed R90 000 towards the development of the programme which would be managed by management training consultants

VERA VON LIERES

Clive Acton Associates.

He said although the National Union of Metalworkers (Numsa) had in principle agreed to the programme, it still had to give its full endorsement to the venture

Nactu and the Confederation of Metal and Building Unions (CMBU) were among the unions that had fully endorsed the programme.

Seifsa said in a statement yesterday the role of the supervisor was

vitaly important if the metal industry and country as a whole were to demonstrate improved productivity and meaningful economic progress

Clive Acton Associates MD Clive Acton said the programme's structure would include a steering committee and an education and training advisory committee

The programme will cost employers R6 000 per supervisor

Numsa and the CMBU were unavailable for comment yesterday.

179  
6/12/91



### Numsa involved in training scheme

■ The National Union of Metalworkers (Numsa) is one of several unions overseeing an innovative training programme for supervisors, foremen and chargehands in the giant metal industries. *W/Mar/87 2-14/21 91*

Announced this week, the programme is to be managed by management training consultants Clive Acton Associates and has been endorsed by the Steel and Engineering Industries Federation (Seifsa) and metal unions.

Although Numsa has not formally endorsed it, it will sit with employers on the steering committee which will take strategic and financial decisions. Of all Cosatu's affiliates, it takes the keenest interest in training.

The programme, comprising six week-long workshops spread over a year, aims to improve productivity and quality and includes an industrial rela-

tions component. *(179)*  
It follows a Seifsa survey in 1987 which found that half the responding metal firms had trained less than half their supervisors.

# New skills for new SA

179  
Sowetan  
21/2/91

**BUSINESS** executives cannot afford to ignore the new skills required of management in a new South Africa if they are to survive - and thrive.

"This old style corporate hero-leader will give way to a new style of manager whose knows how to give employees meaningful participation in a learning type organisation," predicted Mr Louis van der Merwe, director of the Centre for Innovative Leadership and a senior lecturer at Wits Business School.

By JOSHUA RABOROKO

"The key skill that's required is the ability to put forward a vision of the future and to build enrollment in it in such a way that people align themselves with it."

"Alignment doesn't mean conformance," he continued. "A business can be like an orchestra where the players all play their own part, but together they make a symphony."

# Foundation aim is to develop entrepreneurship

"GIVE a man a fish, and you feed him for a day .. teach a man to fish, and you feed him for a lifetime".

This is the philosophy behind the Foundation for Entrepreneurship Development (FED), which endeavours to teach basic skills, basic business management, as well as to boost low self-images among the unemployed, poor people of South Africa.

The FED, a non-profit organisation, teaches students to be entrepreneurs and guide them along the road to self employment

They offer the following courses

\* Sewing and sewing related skills (full-time and part-time courses in basic sewing, patchwork, quilting, stretch fabrics, handknitting, soft furnishing),

By ALI MPHAKI

\* Teach basic business management; (179)

\* Build self-image;

\* Provide equipment and workspaces; and,

\* Provide as much financial support as possible (20)

From enrollment to the stage where the student has sufficient knowledge to run his own mini factory, the total cost is R900

Students do not have to pay the whole amount, as the course is heavily subsidised.

The FED also has a mobile training unit which goes out to rural communities to present various skills training courses.

Further information can be obtained at (011) 493-7220/1.

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# Programmes to improve skills

Soweto 26/2/91

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THE Soweto-based Careers Centre is inviting applications for its education projects which are to start early next month.

The centre's director, Mr Dan Monyemore, said interested pupils should apply immediately as vacancies were limited.

The first programme, called the Project Matric Project, is a full-time bridging course between school and tertiary education or employment. It is offered daily (Monday to Friday) between 8.30am

By NKOPANE  
MAKOBANE

and 2pm.

The course content includes career guidance and counselling, English competence improvement, oral communication skills, business skills, study skills, community involvement and outreach, socio-political awareness and job-seeking skills.

The duration of the course is eight months and the closing date for

applications is tomorrow.

The second programme is called the Enrichment Project. It is a Saturday project for Standard 6, 7 and 8 pupils.

The course content includes career guidance, English language skills, speech and drama and life skills.

The duration of the course is also eight months. The closing date for applications is March 2.

The registration fee for each programme is R60.

# Bifsa launches new model for training

B/day 6/3/91

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IN AN effort to improve the low productivity and efficiency of the construction industry, the SA Building Industries Federation (Bifsa) had developed a new training model, executive director Neil Fraser said yesterday.

He believes the model will prove effective despite the "appallingly low" educational standards of the majority of employees in the industry, as dexterity and competence will be acknowledged.

In addition, it will provide a "clearly defined and meaningful career" im-

prove productivity and quality of workmanship in the industry and enable site employees to progress from lower to higher levels of skills and remuneration provided they have the ability and motivation.

Fraser says many workers have become frustrated because they see themselves in dead-end jobs with little possibility of advancement.

"The new training model is designed to address all these problems, and to provide recognition and status at various levels of performance."

Bifsa's training proposals for A-level employees or designated tradesmen have been agreed to with the Department of Manpower and various trade unions.

However, the organisation is proposing to introduce a four-tiered system below the A-level.

This means that a building site employee should be able to embark on his training at any of the five levels, depending on his educational qualifications.

There are currently about 250 000 labourers and artisans in the SA building industry's formal sector. Bifsa would like to see as many as 10% of these peo-

ple on a training course each year.

"The system is characterised by a competency-based structure, with training tackled in blocks or modules. Should an employee not be able to handle certain modules, he will still be given credit and increased pay for those courses completed," he says.

The training will be financed by a training levy which has been imposed on the industry for many years, and works out at about R2,50 a worker a week.

## Recession

The Building Industries Training Board, funded by the industry, will monitor training and certification.

However, the main problem facing Bifsa is that its training model is being initiated as the building industry goes into a bad recession.

But Fraser says this could give Bifsa's training teams a chance to start slowly rather than being overwhelmed by an influx of new trainees.

For most of 1991, the training will be held at Bifsa's training colleges at Springs, Durban, Port Elizabeth and Cape Town.

# Computer schools hit by drop in jobs and quality

SIT... 10/3/91  
COMPUTER training schools fear that the cutback in computer personnel by many companies will endanger the standard of training in the industry

Many companies have reduced their computer divisions and are "holding the fort"

Liberty Life has frozen its headcount and cut back the number of entry-level students

Divisional manager Simon Reynolds says 50 training school graduates were taken on in 1989. This number declined to 15 in 1990 and this year it will be zero

## Casualty

"The market is tightening and our vacancy list is only 30% of what it was two years ago," he said

The training schools are now appealing for private sector support because they believe quality training may become a casualty of company cutbacks

Van Zyl and Pritchard is the largest training school in SA and has always managed to place its students

Director Mame van Zyl says about 300 students are trained every year

"A year ago we placed all of them, but at the end of last year, I was left with 40 people on my books. We have 5 000 students out there, who were trained free of charge and found jobs

"If we start charging fees up front in order to survive, the aptitude tests and selec-

## Business Times Reporter

tion criteria will depend on how much money is in the students' pockets

"If companies are cutting back and we cannot rely on the refunded training fee, we must start charging. This will harm the industry in the long run, because poorly qualified people will be put on the market"

Most training schools are refunded by the company where the student is placed

Mr Van Zyl says American contracting companies are in South Africa to recruit com-

puter people "This shows how high our standing is and it would be sad if the quality deteriorated

"I now travel to Lichtenburg to place a student, where I previously went only as far as Rosslyn"

The Luso Computer Institute has supplied students to Fedlife, Standard Bank, the Allied and others. The Absa megabank formation has put new computer hirings on hold

Luso has trained 100 people this year, the same as last year, but it expects placement difficulties

Admin officer Jeanne

Jollivet says the likelihood of going out of business is good "A contract from a major bank saved us"

The Computer Users Council is trying to set a industry training standard and has 30 training schools as members. The council sets two half-yearly exams, examining 24 modules

The training schools teach according to a council syllabus. Luso and Van Zyl are both members of the council

Executive director Ed Jurisich says standards are monitored every six months "Companies should make sure candidates they hire have the CUC certificate"

# Top firms step up social responsibility funding

LEADING businesses in SA had invested as much as R800m in social responsibility last year compared with the R100m invested in 1982

The latest Innes Labour Brief said the amount spent by companies on the community was R200m in 1985 and R500m in 1987. Spending increased to R600m in 1988.

In a comprehensive survey of corporate social responsibility (CSR) the Labour Brief said that at the beginning of the 1980s, social responsibility outlays by SA firms constituted about 1% of after-tax profits, which was less than that of companies in the US.

"By the end of the decade, the large concerns, which supply more than 80% of all funds, were disbursing anything between 2% and 5% of after-tax income — approximately the same as their US counterparts.

"Community engagement has thus become a growth industry in SA, despite the most serious economic recession since the 1930s, an unfavourable taxation environment, and the disinvestment of some 500 foreign subsidiaries."

It was claimed in 1989 that American withdrawal alone had meant a loss of up to R100m in social responsibility resources.

It said the study was testimony to the massive volume of appeals which the companies had received from a

Business Day Reporter

wide variety of sources

"It was not too fanciful to imagine that the rise in expenditure would continue in the light of swelling demand, the government's apparent eagerness to reduce its role in the provision of some welfare functions, and the talk of nationalisation that was in the air.

"Furthermore, the practitioners of social responsibility have clearly come to select their targets more carefully."

The Labour Brief said demand for CSR had risen in a period of economic downturn, so the pressure on firms had intensified.

A survey of 10 companies showed more CSR spending was being targeted at technical education.

## Identify

"Companies aim to identify talented students (particularly blacks), provide them bursaries to obtain further education, appoint mentors (employees in important positions at the company) to give guidance and insight into the professional world and serve as role models and ultimately place them in responsible jobs with upward mobility.

"Sasol supports 350 students annually in such training, Castrol's new

bursary scheme will attempt to identify 20 employees' children each year for a three-year technical training programme that will eventually land them jobs in the company. Sentra-chem allocates the vast bulk of its CSR money toward tertiary education, AECI has a tertiary education budget in addition to its CSR (also called "Quality of Life" budget) that supports university training," it said.

In the food industry the CSR programmes of two companies, Premier Food Industries and SA Breweries' beer division, were directed toward upgrading a less-skilled workforce whose needs were more likely to be obtaining basic literacy and numeracy skills for themselves and improved "educare" for their preschool-age children.

Both companies offered on-site instruction, and SAB was developing a technical training institute to provide further skills training to employees.

The 10th company in the study, Liberty Life, was profiled not only because of its size and influence but because it had chosen a novel approach to CSR from which other companies could draw inspiration.

"Last year, the Liberty Life Foundation formed a social foundation that plans to spend over R100m on programmes to improve education, housing, and economic opportunities in urban and rural communities."

# How to read ads and get the job you really want

Star 20/3/91

The Career Information Centre in Durban has some useful tips to help you understand employment advertisements

Employment advertisements contain information about what type of person the employers are looking for. Study them carefully to ensure you have the qualifications and experience they need.

The advertisement will state who should apply for the job.

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

If you have the correct qualifications required, but are of another race, apply and convince the employer you would be the right person for the job. SEX. Some employers still

believe there are certain jobs for men and certain jobs for women.

Once again, if you have the qualifications and skills needed for the job, but are not of sex the company wants, apply and convince the employer you can do the job. These expressions and words 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 you could have a chance of further training or a better job in the company.

● "Fringe benefits" — usually include medical aid, a pension scheme and sometimes a bonus or 13th cheque.

Direct hit newspapers are a good source of employment opportunities. The advertisements, generally, specifically state what the employer requires.



## Nissan opens training centre

NISSAN this week opened a new training centre in Wynberg, Johannesburg, for workshop service employees from Nissan dealers

Technicians for Nissan, Nissan Diesel and Uno as well as service managers will also be trained at the centre, which will accommodate 12 048 Nissan employees.

St. Times 17/3/91

(179)

# Workers' college to improve skills

IN a ground-breaking development in trade union education, a "workers' college" is to open its offices at the University of the Western Cape next week

This follows closely on last month's Cosatu Winter School, where delegates attended an intensive six weeks course on labour law at the University of the Witwatersrand.

Delegates were trained in skills such as negotiation and bargaining.

## Leadership

The college in Cape Town is the first of its kind following the Cosatu Winter School. Many are expected to be started countrywide.

The aim of starting the college is to build worker leadership in local trade unions through teaching practical skills on labour

## More to follow UWC example

By IKE MOTSAPI  
and Sapa

law and collective bargaining, according to the March edition of *Sactwu News*.

The newsletter, the mouthpiece of the South African Clothing and Textile Workers Union, said theoretical skills would be developed through courses on political economy and international trade unionism.

"A common thread running through the workers' college will be the development of criti-

cal thinking, decision-making, problem-solving and other leadership skills," Sactwu Western Cape regional secretary Mr Lionel October was quoted as saying.

The course would be open to all local unionists, who would have to apply through their unions for entrance, college co-ordinator Miss Pregs Govender said.

## Diploma

The college was exploring ways of gaining local and international recognition of its courses, enabling those without

matric to be awarded a diploma.

Trustees were elected under the directorship of UWC rector Professor Jakes Gerwel.

Academics and trade unionists would teach the course.

The Western Cape college was launched on February 16 at a function attended by delegates from the Congress of South African Trade Unions, National Council of Trade Unions and independent unions.

A similar institution is set to be opened in Natal in May.



Sowetan

25/3/91

MM

# Top companies invited to conference on exiles

Business Day 22/3/91

Business Day Reporter

THE MDs of 250 top SA companies have been invited to a meeting next month to discuss the training and employment of exiles

Perm MD Bob Tucker initiated the meeting, according to the latest issue of Finance Week

It will take place on April 25 at the Perm's head office, the financial magazine reports

The meeting will examine ways to assist exiles and company representatives will have an opportunity to discuss the issue with the heads of political organisations' repatriation departments as well as the National Co-ordinating Committee of the Repatriation of SA Exiles (NCCR)

Companies invited reportedly include Volkswagen, Liberty Life, BMW, the PG Group, Nampak and Anglo American

Anglo American spokesmen are on record as having expressed support for efforts to find exiles jobs on their return, but

have also raised doubts about their ability to do so

Skilled people would be placed if they met employment specifications, an Anglo spokesman said

The Consultative Business Movement (CBM) is involved in the meeting

## 179 Organisers

Invitations would be sent to the movement's 80 members, a GBM spokesman said last night

Separate to the meeting, the CBM was trying to raise funds to pay the salaries of two full-time organisers, who would assist with the repatriation process under the auspices of the NCCR

The two organisers, who would be employed for six months, would try to find exiles jobs and establish training facilities, the CBM spokesman said



# High demand for good artisans

*Sowetan*  
21/2/91

179

COMPETENT and well-trained artisans are in demand in the building industry.

If you enjoy working with your hands then consider a trade in the building industry.

The building industry has introduced a new method of training - Competency Based Modular Training (CBMT).

Training is divided into three categories: theoretical training, institutional training run by the Building Industries Federation of South Africa and in-service training on a building site.

Under the CBMT system, all skills relevant to a particular trade have been divided into modules.

Before he can progress to the in-service component, the trainee must obtain the required theoretical training and he must also have fulfilled the TPC for all the modules of the trade he has chosen.

## Training

Having completed the first two components of training, the trainee will do in-service training on a building site.

He will be evaluated by standards called Production Performance Criteria (PPC).

When he has satisfied the PPC for each module, he may sit for his trade test. Once he has passed the test he becomes a fully qualified artisan.

There are three ways of getting training: The Pre-employment Training Scheme administered by BIFSA and the BITB, the apprenticeship system and the privately-financed scheme.

To be eligible for the pre-employment training scheme applicants must: have an N2 certificate, be at least 16 years old, comply with the BITB's selection criteria.

If you are accepted you receive a bursary administered by BIFSA. The newly-qualified artisan is required to remain in the industry for two years.

The pre-employment training system requires that you complete theoretical training (the N2 Certificate) before CBMT training at a BIFSA training college.

# Broad range of careers are on offer

THE forestry and forest products industry offers a broad range of careers in some of SA's largest and most successful companies

Forestry research also offers many opportunities, says Forestry Council promotion committee chairman Bruce Mackenzie

He says the well-trained and experienced forest and forest products professional is employable almost anywhere in the world where trees are grown

The manpower required in this industry includes

□ Degreed people such as forest scientists, forest engineers, wood scientists (in the spheres of pulp milling and paper manufacture, and sawmilling), botanists,

geneticists, entomologists, plant pathologists, ecologists and production scientists (including aspects such as logging and transport)

□ People with diplomas in tree growing, analytical-chemistry, chemical engineering, pulp and paper technology and solid wood processing (sawmilling)

□ People skilled in the construction of roof trusses, timber frame housing, special flooring and specially engineered wood products, many of which are computer designed, as well as skilled salesmen, computer programmers and operators, administrative personnel and qualified artisans such as mechanics,

electricians and plumbers

The sector is becoming ever more competitive in respect of salary levels

There are three institutions where education can be obtained at degree and national diploma level, all three open to all

**Science**

□ The University of Stellenbosch offers degree courses in forest science, forest science-nature conservation, wood science and forest science-engineering. As the forestry faculty at Stellenbosch is the only one of its kind in the country, some lectures are given in English, and exams may be written in

English or Afrikaans to accommodate English-speaking students who make up a substantial portion of the total

□ The Saasveld School of Forestry at George offers the national diploma courses in forestry and in wood production engineering, in which academic semesters are backed by practical semesters on a forestry estate or at a timber processing plant

□ The Natal Technikon offers the national diploma in pulp and paper technology, in which academic semesters are backed by periods of practical training at the pulp and paper mills

# Confidence gets the job

*Sowetan 11/3/91*

*179*

## Grooming school helps secretaries, receptionists



LACK of assertiveness and confidence among black secretaries and receptionists has motivated two women to start a grooming academy to equip them with these skills.

**By PEARL MAJOLA**

Martha Peters, an executive secretary for seven years, and Cynthia Mabambe, a personnel consultant with a reputable employment agency, have left their jobs to start M and P Grooming.

"I was waiting for a job interview one day when it struck me that black secretaries were not being employed because they lacked these important skills.

"They have not been exposed to many things to which their white counterparts have and therefore need somebody to help them," explained Peters.

"But I could not do it on my own, so I looked for somebody who would be qualified and interested in starting a grooming school.

"Then I heard about Cynthia and I approached her with the idea.

"When she agreed to a partnership, we started planning and we both had

to quit our jobs to give this project all the time we needed to make it successful," she said.

"There are many qualified black secretaries in this country, but they do not get jobs because they only have academic qualifications.

"We want to train them in industrial language, how a secretary projects herself in front of her boss and how she communicates with her boss' clients and associa-

tes," Mabambe said.

"You come across secretaries or receptionists who can hardly answer the phone properly. A research on the problems companies experienced when hiring black secretaries revealed some very interesting facts.

"Some of these were that employees had and

made unrealistic expectations and demands. For instance, a secretary would expect her boss to understand when she is late for work because she used public transport to work.

"Another finding was that black employees are reluctant to ask questions and unwilling to take on responsibility and initiative.

These factors contributed to the reluctance of companies to hire

black secretaries," she explained.

"We want to concentrate our training to secretaries, receptionists, Girl Fridays and ordinary job-seekers with matric.

"We want to do away with all these negative factors and replace them with confidence and positive thinking in these professionals."

The M and P Grooming Academy can be contacted at 424-0423.

# Commonwealth to train blacks for government

LONDON — The Commonwealth is to launch a comprehensive programme to train blacks to participate at all levels in the administration of a future non-racial, democratic SA.

It is also in the process of formulating proposals to assist post-apartheid SA in the vital area of human resources development

As an interim measure it will be inviting blacks to participate in a programme of training and work placements, in order to prepare them to "take senior jobs in government"

The Commonwealth programme will be activated "as soon as possible" by secretary general Emeka Anyaoku, and will cover include judicial, economic, legal, police and security services

A special Expert Group on Human Resources Development for a Post-Apartheid SA was established at the suggestion of the May 1990 meeting of the Commonwealth Committee of Foreign Ministers on Southern Africa (CFMSA)

Its interim report, compiled last November but not made public, was "welcomed" when the CFMSA met again in London last Saturday

The final report will be presented to October's Commonwealth heads of government meeting in Harare

The CFMSA said on Saturday it looked forward to the Commonwealth playing "as significant a role in the human resource development of a post-apartheid SA as it had done in the elimination of apartheid"

In the period leading up to the expert group's first meeting in London last November, a number of research documents were commissioned or prepared by the Fellowships and Training Programme (FTP) of the

KIN BENTLEY

London-based Commonwealth Secretariat

The research, which has just been published, provides an overview of economic and demographic trends, as well as assessing all aspects of education and human resources development in SA

Key recommendations from the FTP include the need for a single, non-racial education department and for some form of affirmative action to redress racial inequalities caused by apartheid

Although focusing on a post-apartheid SA, the summary says there is a need to address education and training needs during the transition period

## Training

The foreign ministers said on Saturday that while the "full elaboration" of a training programme would have to await the final report and further political evolution within SA, there was "an urgent need to take action now if there was to be a smooth transition to the promised non-racial democracy"

The foreign ministers said that much of the training and work placement activity would "need to be offered outside South Africa", subject to criteria laid down by the expert group.

However, "A beginning should also be made to support training and placements within SA in the interests of speed and cost-effectiveness"

They added that "the training and rehabilitation of returning exiles merited particular attention"

(2) In regions where no Industrial Council Agreement exists, the provisions of the Basic Conditions of Employment Act, 1983 (Act No. 3 of 1983), shall apply and the principles of fairness and reasonableness as interpreted by the Industrial Court shall apply and be taken into consideration when a dispute is settled. The above-mentioned shall take place within the framework for the settlement of disputes as contained in the Labour Relations Act, 1956 (Act No. 28 of 1956).

**No. R. 169** **1 February 1991**

**MANPOWER TRAINING ACT, 1981**

**TRAINING SCHEME FOR THE ROAD TRANSPORT INDUSTRY.—EXTENTION OF SCHEME**

I, Eli van der Merwe Louw, Minister of Manpower, hereby extend in terms of section 39 (6) of the Manpower Training Act, 1981, the period fixed by Government Notice No. R. 2833 of 28 December 1984, as extended by Government Notice No. R. 2823 of 24 December 1987 by a period of one year ending on 31 December 1991.

**E. VAN DER M. LOUW,**  
Minister of Manpower.

**No. R. 170** **1 February 1991**

**MANPOWER TRAINING ACT, 1981**

**TRAINING SCHEME FOR THE POWER CONSTRUCTION INDUSTRY (MOSSGAS)**

I, Eli van der Merwe Louw, 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, with effect from the date of publication of this notice and for a period ending one year from the said date, be binding upon the employers mentioned in the Scheme who are engaged in the Power Construction Industry on the Moss gas Project.

**E. VAN DER M. LOUW,**  
Minister of Manpower.

**SCHEDULE**

The Training Scheme for the Power Construction Industry, hereinafter referred to as "the Industry", has been established in terms of section 39 (4) of the Manpower Training Act, 1981, for the training of employees in the Industry and provides for the establishment of a Fund for the purposes 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 "Power Construction Industry Training and Development Fund (Moss gas)".

**1. NAME OF THE SCHEME**

The name of the Scheme shall be the "Power Construction Industry Training Scheme (Moss gas)".

**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 Power Construction Industry on the Moss gas Project both on shore and off shore.

(2) In gebiede waar daar geen Nywerheidsraad-ooreenkoms bestaan nie, geld die bepalings van die Wet op Basiese Diensvoorwaardes, 1983 (Wet No. 3 van 1983), en die beginsels van redelikheid en billikheid soos vertolk deur die Nywerheidshof sal toegepas word, en hierdie beginsels sal in aanmerking geneem word wanneer 'n geskil besleg word. Bogenoemde sal geskied binne die raamwerk vir geskilbeslegting soos vervat in die Wet op Arbeidsverhoudinge, 1956 (Wet No. 28 van 1956).

**No. R. 169** **1 Februarie 1991**

**WET OP MANNEKRAGOPLEIDING, 1981**

**OPLEIDINGSKEMA VIR DIE PADVERVOER-NYWERHEID.—VERLENGING VAN SKEMA**

Ek, Eli van der Merwe Louw, Minister van Mannekrag, verleng hierby kragtens artikel 39 (6) van die Wet op Mannekragopleiding, 1981, die tydperk vasgestel by Goewermentskennisgewing No. R. 2833 van 28 Desember 1984, soos verleng by Goewermentskennisgewing No. R. 2823 van 24 Desember 1987, met 'n tydperk van een jaar wat op 31 Desember 1991 eindig.

**E. VAN DER M. LOUW,**  
Minister van Mannekrag.

**No. R. 170** **1 Februarie 1991**

**WET OP MANNEKRAGOPLEIDING, 1981**

**OPLEIDINGSKEMA VIR DIE KRAGTOEVOERKONSTRUKSIENYWERHEID (MOSSGAS)**

Ek, Eli van der Merwe Louw, Minister 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 datum van publikasie van hierdie kennisgewing en vir 'n tydperk wat een jaar vanaf genoemde datum eindig, bindend is vir die werkgewers in die Skema vermeld wat betrokke is by die Kragtoevoerkonstruksienywerheid op die Moss gas-projek.

**E. VAN DER M. LOUW,**  
Minister van Mannekrag.

**BYLAE**

Die Opleidingskema vir die Kragtoevoerkonstruksienywerheid, hierna genoem "die Nywerheid", is ingestel kragtens artikel 39 (4) van die Wet op Mannekragopleiding, 1981, vir die opleiding van werknemers in die Nywerheid en maak voorsiening vir die instelling 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 "Power Construction Industry Training and Development Fund (Moss gas)" bekend sal staan, te administreer.

**1. NAAM VAN DIE SKEMA**

Die naam van die Skema is die "Opleidingskema vir die Kragtoevoerkonstruksienywerheid (Moss gas)".

**2. TOEPASSINGSBESTEK VAN DIE SKEMA**

Die bepalings van die Skema moet nagekom word deur alle werkgewers en werknemers wat betrokke is by of in diens is in die Kragtoevoerkonstruksienywerheid op die Moss gas-projek beide aan land en ter see

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 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 No. 56 of 1981);

“Board” means the Power Construction Industry Training Board;

“employee” means any employee, as defined in the Act, who is employed by or who performs work 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 Power Construction Industry Training and Development Fund (Mossgas) referred to in clause 5;

“Power Construction Industry” or “Industry” means, without in any way limiting the ordinary meaning of the expression, the industry in which employers and their employees are associated for the purpose of the distribution of electrical power, including the installation, erection and maintenance of such high voltage powerlines, electrical substations and transformers including subcontract work and the like, but excluding Eskom and the State, which Industry shall, for the purposes of the Scheme, be limited to the following employers:

KPL Etsa (Pty) Limited;

J. C. Groenewalds Construction Company (Pty) Limited;

Industrial Electrical Company (Pty) Limited;

Groenewalds Manpower Limited;

Groenewalds Plant Resources Limited;

Groenewalds Project Services Limited;

“Registrar” means the Registrar of Manpower Training appointed in terms of the Act; and

“Scheme” means the Power Construction Industry Training Scheme (Mossgas).

4. OBJECTIVES OF THE SCHEME

The objectives of the Scheme shall be—

(a) to provide the necessary funds 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 in order that all contributing employers shall have equal opportunities for the training and development of their employees; and

(b) to finance the administration of the Board and the objectives of the Board as set out in its constitution.

3. WOORDOMSKRYWING

Enige uitdrukking gebruik in hierdie Skema wat in die Wet omskryf word, het dieselfde betekenis as in die Wet en enige verwysing na die Wet omvat enige wysigings aan die Wet en enige regulasies uitgevaardig ingevolge die Wet en, tensy onbestaanbaar met die sinsverband, beteken—

“Fonds” die “Power Construction Industry Training and Development Fund (Mossgas)” bedoel in klousule 5,

“Kragtoevoerkonstruksienywerheid” of “Nywerheid”, sonder om die algemene betekenis van die uitdrukking enigszins te beperk, die nywerheid waarin werkgewers en hul wernemers met mekaar geassosieer is vir die doeleindes van die verspreiding van elektriese krag, insluitende die installering, oprigting en onderhoud van sodanige hoogspanningskraglyne, elektriese substasies en transformators en ook subkontra-teurswerk en soortgelyke werk, maar met die uitsluiting van die Eskom en die Staat, welke Nywerheid, vir die doeleindes van hierdie Skema, beperk word tot die volgende werkgewers:

KPL Etsa (Pty) Limited;

J. C. Groenewalds Construction Company (Pty) Limited;

Industrial Electrical (Pty) Limited;

Groenewalds Manpower Limited;

Groenewalds Plant Resources Limited,

Groenewalds Project Services Limited;

“Raad” die “Power Construction Industry Training Board”;

“Registrateur” die Registrateur van Mannekragopleiding aangestel kragtens die Wet;

“Skema” die Opleidingskema vir die Kragtoevoerkonstruksienywerheid;

“werkgewer” enige werkgewer soos in die Wet omskryf, wat ’n werknemer in die Nywerheid 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 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—

(a) om die nodige fondse te voorsien ten einde te verseker dat voldoende opgeleide werknemers vir die Nywerheid beskikbaar is en om die opleiding en ontwikkeling van werknemers op alle vlakke in die Nywerheid finansieel te ondersteun sodat alle bydraende werkgewers gelyke geleenthede vir die opleiding en ontwikkeling van hul werknemers sal hê; en

(b) om die administrasie en doelstellings van die Raad, soos in sy konstitusie uiteengesit, te finansier.

**5. ESTABLISHMENT OF TRAINING FUND**

(1) There is hereby established a fund to be known as the Power Construction Industry Training and Development Fund (Mossgas).

(2) The Fund shall be administered by the 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; and

(c) any other moneys to which the Fund may become entitled.

(4) The moneys of the Fund shall be used for the attainment of the objectives of the Scheme as set out in clause 4.

**6. ESTABLISHMENT AND FUNCTIONS OF THE POWER CONSTRUCTION INDUSTRY TRAINING BOARD**

(1) The Board shall be established by the Industry in accordance with a constitution approved by the Registrar.

(2) The Board shall have the authority to deal with all matters falling within the scope of the objectives of the Scheme as set out in clause 4.

**7. RETURNS AND CONTRIBUTIONS TO THE FUND**

(1) From the Scheme's date of coming into operation every employer in the industry shall—

(a) submit to the Board, at P.O. Box 6869, Johannesburg, 2000, or such other address as the employer may be advised of in writing, by the fifteenth day following the end of each month, a return showing the number of employees employed by him at the end of the month in question, which returns shall be certified annually by a public auditor and a certified summary shall be forwarded to the Board; and

(b) pay to the Fund, by crossed cheque, a levy of R5 (five Rand) per employee per week in respect of each employee included in the return referred to in paragraph (a), which cheque shall accompany the said return.

(2) The 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 form as the Board may from time to time determine: Provided that such details shall include at least the constitutions of the Scheme and of the Board, the contributions to be made or 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.

**5. INSTELLING VAN OPLEIDINGSFONDS**

(1) Hierby word 'n fonds ingestel wat bekend sal staan as die "Power Construction Industry Training and Development Fund (Mossgas)".

(2) Die Fonds word geadministreer deur die Raad.

(3) In die Fonds word inbetaal—

(a) opleidingsheffings kragtens klousule 7 van hierdie Skema;

(b) rente en/of kapitaalaanwas wat voortvloei uit die belegging van enige gelde van die Fonds; en

(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 uiteengesit in klousule 4, aangewend.

**6. INSTELLING EN FUNKSIE VAN DIE "POWER CONSTRUCTION INDUSTRY TRAINING BOARD"**

(1) Die Raad word deur die Nywerheid in ooreenstemming met 'n konstitusie wat deur die Registrateur goedgekeur is, ingestel.

(2) Die Raad het die bevoegdheid om met alle sake binne die bestek van die doelstellings van hierdie Skema te handel.

**7. OPGAWES EN BYDRAES TOT DIE FONDS**

(1) Vanaf die datum van inwerkingtreding van hierdie Skema moet elke werkgewer in die Nywerheid—

(a) by die Raad, te Posbus 6869, Johannesburg, 2000, of sodanige ander adres as wat die Raad skriftelik aan die werkgewer mag verwittig, teen die vyftiende dag na die einde van elke maand, 'n opgawe indien waarin die getal werknemers in sy diens op die laaste dag van die betrokke maand weergegee word, welke opgawes jaarliks deur 'n openbare ouditeur gesertifiseer moet word; en

(b) aan die Fonds, per gekruisde tjek, 'n heffing betaal van R5 (vyf Rand) per werknemer per week ten opsigte van elke werknemer wat in die opgawe in paragraaf (a) bedoel, ingesluit is, welke tjek die 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 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.

9. FINANCE

(1) All moneys received shall be deposited in a banking account in the name of the Fund within seven (7) days of receipt thereof.

(2) All payments on behalf of the Fund shall be made by cheque which shall be signed by the Chief Executive Officer of the Training Board and co-signed by any other person 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 as contemplated in section 21 of the Exchequer Act, 1975 (Act No. 66 of 1975);

(b) National Savings Certificates;

(c) Post Office savings account 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 on 31 December. Two copies of the audited accounts shall be made available to the parties to the Board and a copy shall be forwarded to the Registrar. Copies shall also be furnished to all contributors to the Fund.

10. DISSOLUTION OF THE FUND

(1) Upon the termination of this Scheme, all assets of the Fund shall be transferred to the national Power Construction Industry Training Fund to be established by the Board and the latter Fund shall be liable for the satisfaction of all the liabilities of the former.

(2) The Registrar shall be notified in good time of the termination of the Scheme.

11. AGENTS

(1) The Board may appoint agents, to give effect to the objectives of the Scheme, on such terms and under such conditions as the Board may deem fit.

(2) The agent shall be empowered to enter any establishment and question the employer or any employee for the purpose of ascertaining whether or not the provisions of clause 7 are being observed.

(3) The appointment of an agent may be withdrawn by the Board at any time and for any reason

12. INDEMNITY

(1) 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 arising from any act performed in their bona fide administration of the Fund, or arising from the negligence or 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 or thing, save individual wilful or fraudulent acts on the part of such members as can be held responsible.

9. FINANSIES

(1) Alle gelde wat ontvang word, moet binne 7 (sewe) dae na ontvangs daarvan inbetaal word in 'n bankrekening in die naam van die Fonds.

(2) Alle betalings namens die Fonds geskied by wyse van 'n tjek, wat deur die Hoof Uitvoerende Beampte van die Raad geteken en deur sodanige ander persoon as wat die Raad daartoe mag magtig, mede-onderteken moet word.

(3) Gelde wat nie vir onmiddellike gebruik benodig word nie, moet na die oordeel van die Raad belê word in—

(a) binnelandse geregistreerde effekte soos bedoel in artikel 21 van Skatkiswet, 1975 (Wet No. 66 van 1975);

(b) Nasionale Spaarsertifikate;

(c) Posspaarbankrekenings of -sertifikate;

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

of op sodanige ander wyse as wat die Registrateur mag goedkeur.

(4) Die Raad moet jaarliks 'n openbare ouditeur aanstel, wat uit die Fonds betaal moet word, om die state van die Fonds te ouditeer vir die tydperk wat op 31 Desember eindig. Twee afskrifte van die geouditeerde state moet beskikbaar gestel word aan die partye tot die Raad en 'n afskrif moet aan die Registrateur versend word. Afskrifte moet ook beskikbaar gestel word aan alle bydraers tot die Fonds.

10. ONTBINDING VAN DIE FONDOS

(1) Met die beëindiging van hierdie Skema moet alle bates van die Fonds oorgedra word aan die nasionale "Power Construction Industry Training Fund" wat deur die Raad ingestel staan te word en die laasgenoemde Fonds sal aanspreeklik wees vir die bevrediging van al die verpligting van die eersgenoemde.

(2) Die Registrateur moet vroegtydig van die beëindiging van die Skema in kennis gestel word.

11. AGENTE

(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.

(2) 'n Agent het die mag om enige instelling te betree en die werkgewer of enige werknemer te ondervra ten einde vas te stel of the bepalings van klousule 7 nagekom word al dan nie.

(3) Die aanstelling van 'n agent kan te eniger tyd en om watter rede ook al deur die Raad teruggetrek word

12. VRYWARING

(1) Die lede van die Raad is nie aanspreeklik nie vir enige verlies vir die Fonds wat voortspruit uit enige onbehoorlike belegging te goeder trou gemaak, 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 behandeling 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.



(2) Any such member shall be reimbursed by the Fund for any liability incurred by him in defending any proceedings, whether civil or criminal, arising from 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 provisions of this Scheme, which may be granted by the Minister in terms of section 47 of the Act, shall be submitted to the Power Construction Industry Training Board, P.O. Box 6869, Johannesburg, 2000, which shall forward such application together with any recommendation by the Board to the Director-General Manpower.

**No. R. 176**

**1 February 1991**

**LABOUR RELATIONS ACT, 1956**

**SWEETMAKING INDUSTRY, JOHANNESBURG.—  
RENEWAL OF MAIN AGREEMENT**

I, Dennis van der Walt, Director: Labour Relations, duly authorised thereto by the Minister of Manpower, hereby, in terms of section 48 (4) (a) (ii) of the Labour Relations Act, 1956, declare the provisions of Government Notices No R 1117 of 27 May 1983, R. 2303 of 26 October 1984, R. 2720 of 24 December 1986, R 1562 of 17 July 1987 and R 1638 of 12 August 1988, to be effective from the date of publication of this notice and for the period ending 31 December 1991

**D. VAN DER WALT,**

Director: Labour Relations.

**No. R. 177**

**1 February 1991**

**LABOUR RELATIONS ACT, 1956**

**LIQUOR AND CATERING TRADE, CAPE.—  
RENEWAL OF PENSION FUND AGREEMENT**

I, Dennis van der Walt, Director: Labour Relations, duly authorised thereto by the Minister of Manpower, hereby in terms of section 48 (4) (a) (ii) of the Labour Relations Act, 1956, declare the provisions of Government Notices R 1298 of 24 June 1983 and R 583 of 20 March 1987 to be effective from 31 March 1991 and for the period ending 30 March 1992

**D. VAN DER WALT,**

Director: Labour Relations

(2) 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 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 "Power Construction Industry Training Board", Posbus 6869, Johannesburg, 2000, ingedien word, wat sodanige aansoek tesame met enige aanbeveling deur die Raad moet deurstuur na die Direkteur-generaal: Mannekrag.

**No. R. 176**

**1 Februarie 1991**

**WET OP ARBEIDSVERHOUDINGE, 1956**

**LEKKERGOEDNYWERHEID, JOHANNESBURG.—  
HERNUWING VAN HOOFDOORENKOMS**

Ek, Dennis van der Walt, Direkteur: Arbeidsverhoudinge, behoorlik daartoe gemagtig deur die Minister van Mannekrag, verklaar hierby, kragtens artikel 48 (4) (a) (ii) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van Goewermentskennisgewings Nos. R. 1117 van 27 Mei 1983, R. 2303 van 26 Oktober 1984, R. 2720 van 24 Desember 1986, R. 1562 van 17 Julie 1987 en R. 1638 van 12 Augustus 1988, van krag is vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 31 Desember 1991 eindig.

**D. VAN DER WALT,**

Direkteur: Arbeidsverhoudinge.

**No. R. 177**

**1 Februarie 1991**

**WET OP ARBEIDSVERHOUDINGE, 1956**

**DRANK- EN VERVERSINGSBEDRYF, KAAP —  
HERNUWING VAN PENSIOENFONDSOORENKOMS**

Ek, Dennis van der Walt, Direkteur: Arbeidsverhoudinge, behoorlik daartoe gemagtig deur die Minister van Mannekrag, verklaar hierby, kragtens artikel 48 (4) (a) (ii) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van Goewermentskennisgewings Nos R 1298 van 24 Junie 1983 en R. 583 van 20 Maart 1987, van krag is vanaf 31 Maart 1991 en vir die tydperk wat op 30 Maart 1992 eindig

**D. VAN DER WALT,**

Direkteur: Arbeidsverhoudinge.

# Spain to fund training for metal workers, supervisors

By SHARON SOROUR  
Labour Reporter

THE Spanish government is to fund a nonracial training programme for metal industry supervisors and other workers.

Endorsed by the Steel and Engineering Industries' Federation of SA (Seifsa), the programme is based on extensive research and provides for the growth and development of foremen, chargehands and supervisors, a Seifsa statement said

Major trade unions have also endorsed the programme, including the Metal and Electrical Workers' Union of SA, the SA Electrical Workers' Union and the

Amalgamated Engineering Workers' Union of SA

"Funding for the programme has been obtained from the Spanish Embassy in South Africa. It will be known as the Supervisory Development Programme and is an innovative venture based on co-operation between employees and employers," Seifsa said

## LACK OF TRAINING

Concern regarding the level of supervisory training in the metal industry led to a survey, commissioned by Seifsa, to determine the quantity and quality of training provided by employers.

"Major findings of the survey showed that artisan supervisors received about one

day's training a year of their career. Half the companies which responded to the survey, had provided training to less than half of their supervisors," Seifsa said.

"The role of the supervisor is crucially important if the metal industry and the country as a whole are to improve productivity and meaningful economic progress."

The programme will be managed by management training consultants Clive Acton Associates and a steering committee of employers and trade union members.

The first course begins in April in Johannesburg.

● For more information contact Miss Anthea Burns, (011) 483 1214.

**The basic**  
*01/04 13/2/91*  
**accounting**  
**controls are**  
**essential** *(179)*

SKILLS shortages and false expectations are creating problems in the computerised accounting field

Price Waterhouse partner Andrew Spalding says these two factors are having an adverse effect on the way many SA businesses are handling their day-to-day accounting functions.

"There aren't enough people who know how to implement computerised accounting systems," he says

"This is compounded by some companies believing computers obviate the need for basic accounting controls and principles"

Of particular concern is the number of companies that expect a computerised package to provide a panacea for unsound accounting methods

*01/04 13/2/91*

**Procedures**

He says there is a need for proper accounting procedures to be in place before a computerised system can be installed.

"No matter how good a package is, it can only be properly implemented by people with a knowledge of the package and the business requirements," Spalding says.

A common problem is the trend for small businesses to buy hardware and off-the-shelf software from suppliers who aren't aware of their accounting needs.

This leads to operational setbacks for companies that have invested money in systems they can't use.

Companies are finding it pays to spend a little extra on quality software that is well supported, together with reliable equipment that can be expanded to keep pace with growth

## Law course for Cosatu organisers

A UNIQUE labour law training programme devised jointly by Cosatu, Wits University's Centre for Applied Legal Studies and its equivalents at UCT and Natal University began in Johannesburg yesterday. *5/004 16/1191 (179)*

More than 200 Cosatu union organisers will attend a series of courses to be held over the next three weeks. They will be taught law and related disciplines by 32 of the country's top labour lawyers.

The programme is funded by trade union federations of Canada, the UK and Scandinavian countries.

Labour law will be taught at four levels of advancement, and there will also be courses on mediation, arbitration, econo-

ALAN FINE

mics for negotiators, public sector labour law and health and safety.

Addressing delegates to the course at a function last night, Numsa training officer Bobby Marie said the programme was the start of an intensive training effort of union organisers by Cosatu. It had been devised in response to a crisis where, because of commitments, union organisers had not had time to "reskill" themselves.

Cosatu education officer Kgetsi Lefoko said union officials found themselves at a disadvantage to employers who had access to a variety of consultants and advisers.

# UK scholarships for graduate engineers

THE Confederation of British Industry is offering scholarships to graduate engineers in all fields, to further their training with British firms in the United Kingdom.

A spokesman said the closing date for completed application forms is January 18 1991 and can only be made by permanent South African residents.

All applicants must

meet the following requirements:

\* Hold a degree or degree equivalent in engineering issued by a university or equivalent;

\* Be medically fit and be not more than 35 years of age (This requirement may be waived in exceptional cases),

\* Speak and write English well - a formal test may be required;

\* Provide a letter from their employer consenting to release them for the required period if an award is made and, if possible, assurance that he will meet the cost of travel to Britain.

If the applicant himself is to meet the cost of his travel, he must provide a written undertaking that he is able and willing to do so, and

\* Have had a year's engineering experience.

For further details and application forms contact

British Consulate-General, Box 2236, Johannesburg, 2000. Alternatively telephone (011) 337-9420.

C

# Training for black actuaries!

179  
Goweta 14/2/91

By JOSHUA RABOROKO

MANAGING director of black-owned Afsure Insurance Brokers, Mr Khehla Mthembu, has called on insurance companies to make it their duty to pay for the training of black actuaries

Addressing a seminar on the theme "The Challenge Facing the Insurance Industry", he said in as much as the companies' needs were to satisfy clients while making profit, "we must be determined to ensure the entry of black management personnel into the industry."

He said: "To this end, my black counterparts in the industry and I have initiated a scheme to assist black people with potential to develop beyond the area of insurance salesmanship

"In March this year," he said, "we will be launching a bursary scheme to train actuaries

## Share deals

"This scheme will be linked through Wits University in a degree programme."

He said South African companies had a penchant for grooming fat cats.

"Look at most companies and you will find white managers whose only responsibility is to look important and drive fancy cars.

"A developing country like South Africa needs to educate and train people who are really going to be effective, productive, functionaries in a developing economy."

He believed blacks had done enough protesting and complaining

As a result, they tended not to be taken seriously.

No matter what stra-

## Afsure bursary scheme

tegies they used, they became dissipated by too much talk and not enough action.

It pained him to concede that South Africa did not have a black insurance company

Time was ripe that blacks come together and given the opportunity, form their own companies, like Sanlam - a typical example of how the Afrikaners flexed their economic muscle

"Through Sanlam, the Afrikaners extended their tentacles to every sphere in the economic spectre

"Through the company and the obvious abuse of political power, they have created a foundation for the Volk to develop in every sphere of life," he said

He said that any people who were economically viable tended to have an improved self-image, thus becoming more caring. As the quality of life improved, the production levels increased and thus economic growth followed

One of the most valuable benefits for insurance money was that it could be used to generate and finance business development. So through insurance, all other sectors of business got initiated.



Afsure Insurance Brokers Mr Khela Mthembu



# MONEY MATTERS



Jane Mdaki displays a dress designed by a Fed member.

## Fed gives jobless a skill base

By SOPHIE TEMA

A DURBAN organisation which teaches unskilled and unemployed adults to run their own cottage industries has opened a branch in Johannesburg.

The Foundation for Entrepreneurship Development (Fed) is a non-profit organisation which depends on private sector support for its survival.

Directors of the organisation said support during the five years of its existence had come mostly from overseas.

This week two sponsorship cheques were handed to Fed - one for R25 000 from the German government and the other for R8 000 from the Ithuba Trust.

The contributions will be used for the extension of the organisation's services in squatter areas around Johannesburg.

The Get Ahead Foundation has also made loans available to Fed graduates to start their own businesses.

Fed hopes to open other training centres throughout the country, where the unem-

ployed will be taught business and sewing skills.

Fed executive director Dr Dennis Wolmarans said the shortage of sponsorships has restricted the Foundation to running programmes in the clothing-related field.

"But with further funding the programmes could be extended to other fields like carpentry, leatherwork and welding," he added.

Wolmarans said the Foundation was also working towards presenting youth development programmes if the necessary sponsorship could be made available.

## Investors on the run

### MONEY TALK

THE surge in prices on the Johannesburg Stock Exchange last year, just before the release from prison of ANC deputy president Nelson Mandela, was generally interpreted as being due to foreigners buying shares in South African companies because of confidence in the country's future

A review of the past year's trading figures on the JSE, however, reveals that foreigners have been selling South African shares

What apparently happened was that many South African investors bought shares through London

This mistaken "foreign" buying encouraged local confidence and, in a happy merry-go-round, prices surged and gave foreigners an opportunity to offload South African shares at handsome prices

Foreigners have been disinvesting through the stock exchange for more than five years and there seems no end in sight

Unfortunately, South Africans are not allowed to invest on overseas stock markets due to the shortage of foreign currency and the resultant Reserve Bank restrictions

Because everybody is chasing the same shares, prices continue to rise, creating an impression of a strong market

Why are foreigners disinvesting?

Economists and stockbrokers say the main reason is lack of confidence in the political future of South Africa. Another is militant trade unionism in the country and the declining productivity and competitiveness of our industries

International confidence in our ability to manage the country politically and economically must be restored, because it is now clear that foreigners are not backing their political views with hard cash

# Numsa homes in on training

Bipau 2/3/91

THE National Union of Metalworkers (Numsa), in its first round of national wage negotiations in the automobile, tyre and rubber and manufacturing industries, has proposed major social and training investments to stimulate the economy

It says this is "the only way of reversing the catastrophic trends towards higher unemployment"

Last week's talks in the three industries were held to give employers and unions the chance to motivate proposals

Numsa said in a statement yesterday if business and government continued to pursue present policies, these could lead only to a disastrous rise in unemployment which would make political or economic stability impossible

In its motivations, Numsa proposed urgent investment in electrification of all houses at affordable rates. It also proposed housing, education and training for all

"It is Numsa's view that ample capital is available in SA, a prob-

VERA VON LIERES

lem being that the capital is not being directed to productive investment"

Numsa said there were various mechanisms, including taxation, prescribed investments, negotiations and nationalisation to unlock this capital

There was also an urgent need for coherent policies for technology development, exploitation of markets, education, technical and commercial training, and other policy areas which were vital for the development of industrial capacity and employment

Numsa said there was a need for a higher level of productivity in the manufacturing industry, particularly for capital productivity

Where labour productivity was concerned, the union believed this could be raised only "by an intensive and large investment in technical training"

Training programmes needed to

include paid training for all workers, formal education components, the recognition of prior skills gained through experience and the restructuring of production to use these greater number of workers

These policies would require business to accept major changes, including the need for state intervention in industrial strategy

Business also needed to accept that all industrial strategy, including technology policy, investments, and training strategies had to be negotiated with unions

Numsa is calling for a R2-an-hour across-the-board increase — or 25% — whichever is the greater.

It has proposed a minimum rate of R4,50 an hour in the motor industry

Numsa also tabled important proposals for job security and training, including the establishment of jointly controlled job creation schemes and union rights to company information

Another demand was for the inclusion of non-scheduled workers under the Main Agreement

Skills

179

1877



# Hands-on training

179

S 171 we 24 3 1 1  
ESKOM has dedicated an entire power station to training technical and non-technical staff members

The Wilge training centre has plant and equipment representing a variety of makes and technologies and is ideal for training people to man and maintain most power-generating plants in and around SA

It is expected that about 700 engineers will be trained this year

# Vital role for technikons

THE opportunity to successfully address the shortage of skills in the country lies with the technikons and not universities or the professionals, a top technician said this week

Mr Harry Blacher, head of Wits Technikons' School of Engineering, who was speaking at the launch of the 1991 South African Housing Trust Design Competition, said training at technikons could play a vital role in equipping under-privileged groups with engineering skills. *so wetan 28/3/91*

"Academics, private businessmen and public officials realise the dire need for a national strategy on technology to fund tertiary education and provide career guidance and recruitment in order to bring under-privileged groups into the tertiary education system

"Apart from starting at grass roots level by teaching technical subjects and drawing in Standard 6, there is no longer any doubt that the technikons

By MOKGADI PELA

will have to be brought into the tertiary education system to train the bulk of the under-privileged groups," Blacher said

He added that training at technikons was exceptionally relevant because it

- \* Was vocationally orientated;
- \* Was affordable compared to university tuition,
- \* Comprised a large in-service component; and
- \* Concentrated on reaching required competency levels.

He said the rules of the 1991 competition had been influenced by aspects of the trust's philosophy of serving the needs of a low-income community. He said this year, students had been asked to submit designs for a R300 000 community centre (excluding land costs) whereas in the past they were required to construct low-cost dwellings

# CAs in search of Eden

12/16  
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THE SHORTAGE of non-white chartered accountants is being tackled by the profession's Eden Trust.

There are fewer than 500 non-white and only 29 black qualified CAs among the profession's 13 000 members. Many people believe 20 000 CAs will be needed by the year 2 000.

Eden Trust executive director Chris Aitken says: "The political situation dic-

tates that more non-white accountants need to be trained"

The trust provides accounting students with bursaries and establishes mentorship links between them and sponsoring firms.

In 1988, 20 bursaries were awarded — this year 134 are on offer. The target for next year is 200.

11/17  
SI Times 14/4/91  
(bursary)

TRAINING

**Your options in  
tertiary education**

*Star 26/3/91*

Tertiary education is training and education taken after completing Std 10

Formal education leads to formal qualifications, such as degrees, diplomas and certificates, recognised by commerce and industry

**NON-FORMAL COURSES**

Qualifications earned after these courses are not recognised by the Government education departments

After finishing a course the student usually receives a certificate or a diploma

Not all these qualifications are recognised by commerce and in-

The Career Information Centre in Durban explains some of the types of post-school education available in South Africa.

dustry, but often teach useful skills

Students intending to do short courses should not sign any documents until they have been read and clearly understood

**CORRESPONDENCE STUDY**

Study through correspondence allows a student to study at home in their own time. Students receive notes and assignments through the post

But study is often difficult after a long day at work

**LEARNING WHILE YOU WORK**

**In-service training**

Your employer sends you to attend a course outside the company or organisation for a period of time. Usually the employer will pay for the course

**On-the-job training**

You are trained at your place of employment during working hours (on the job). You learn about the company, or you learn certain skills that are necessary for the job you are doing

*Career Information Centre, Durban*

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# Careers group starts branch in Northern Tvl

By MATHATHA TSEDU

THE South African Black Technical and Allied Careers Organisation is to launch its Northern Transvaal branch in Pietersburg tomorrow.

Interim general secretary Mr Rally Maesela said all professionals were invited to attend the meeting at 2pm at the Holiday Inn.

Meanwhile, planning for the *Sowetan* Nation Building programme for 1991 in the Northern Transvaal begins at a workshop on Sunday afternoon at the Phodisha Ditshaba Lutheran Church Centre in Seshego, Pietersburg

## Programme

School parents' committees, teachers, principals and inspectors in the region are also invited. The programme starts at noon and will include a video on Nation Building.

Issues to be tackled at the workshop include planning for the Nation Building festival in August, the family as a unit, the role of social institutions in nation building and community hygiene and health

## Workshops

*Sowetan* editor Mr Aggrey Klaaste and Medunsa clinical psychologist Ms Gloria Masetle will address the gathering.

Those attending the free workshop are expected to go back to their communities and hold similar workshops, for which *Sowetan* would offer assistance.

*Sowetan 12/4/91*

179



# R5,5-m technical college opens doors

Star 3/4/91,

By Phil Molefe  
Education Reporter

plex which will eventually comprise a community hall, career guidance centre and library

The Star TEACH fund gave R200 000 to the first phase of the college

The school bell rang for the first time at the Alexandra Community Education (ACE) centre yesterday to mark the opening of the R5,5 million technical college.

The doors were opened to about 80 students and 10 lecturers.

The principal, Martin Fourie, said students were looking forward to their studies.

The college will train black students in practical skills such as those of motor mechanic, welding and metalwork, computer training and typing. It is the first phase of an educational com-



Ace . . . Jolyon Nuttall hands keys to ACE's Martin Fourie. Picture. Karen Fletcher

Mr Nuttall said the college would provide options for students who could not make it to university or find jobs

● A reduction of 1 share of gross dom more deterioration and a requirement expenditure tend.

It notes a "disturbing lack of confi- dence" limiting economic growth po- tential and a reluctance by the pri- vate sector to invest. It attributes this to political factors, unrest and

The document has been given to all interested parties. They are invit- ed to respond before it is handed to President De Klerk in its final form. A major challenge to ANC think-

# Sunflower blooms in place of waiting

S/Times 31/3/91

THE SUNFLOWER Concept — brainchild of Murray & Roberts — is blooming

Group chief executive David Brink described Sunflower to investment analysts and businessmen in Johannesburg

It was launched in 1988 by the construction company which had been active in helping the homeless to help themselves for three years

Unemployment had reached crisis proportions and at least 600 000 homes were needed immediately for 7-million shackland inhabitants

In 1985 the Department of Manpower initiated sponsored training and work-creation projects. The jobless were trained free of charge in basic skills, or could earn a subsistence wage labouring on community-approved projects

M&R training centres were established throughout SA. Since 1985, 30 000 jobless have been trained in everything needed to construct a house

So successful were the M&R courses that demand to attend them exceeded the places available

The group decided to combine the unemployment training project with that of work creation, giving rise to the Sunflower Concept

The nine-point plan as presented to the Director General of Manpower in 1988 and to many others since has been anything but Utopian dreaming

Phase one identifies those in need — such as dockland vagrants and inhabitants of barren settlements

Mr Brink described only one of Sunflower's successes

Thirty minutes from Durban was the 200 000-strong settlement of Lindelani — the place of waiting. Not a single service

DIAGONAL STREET

By JULIE WALKER

existed, few had jobs and hopeful work seekers went daily to Durban only to return disappointed

Then came Sunflower — each stage of development represented by the ploughing, planting, watering, sprouting, budding, blooming and self-seeding of the plant for the future

The critical factor in success was the commitment the community was prepared to give. The project depended entirely on direct involvement from design to completion

To make known the objectives, a Lindelani management committee was set up comprising leaders and financiers. The types of buildings and facilities needed were decided on and handed to Sunflower Concepts

Plans, with costs, were prepared for approval by the committee. Financiers were approached for final go-ahead and fund allocation

Training was not undertaken in a formal establishment but taken right to the community

M&R's strength lies in building and construction and this passing on of expertise makes the telling difference

Instructors taught residents basic skills to build their own community centre, on which they practised during its construction

Every one was invited to join free courses in block-making, bricklaying, plastering, painting and carpentry. There was real enthusiasm, theft or loss of tools was unheard of and the community's buildings remained unscathed in last year's violence

Lindelani now has a training centre, schools, a clinic, cottage industries, sporting and social facilities

Newly acquired building skills were applied to housing, where the finishes were painstakingly done

Self-employment became evident in hairdressing, tailoring, furniture making, handicrafts, clothing and market gardening among others

Pictures in M&R's Sunflower literature are delightfully captioned: material conveyor (lady with brick on head), water reticulation (ditto with bucket on head) and assistant security guard (small boy wearing large cap)

Sunflower is active in several sites in Natal and at Thembisa in the Transvaal

M&R is in the vanguard in meeting Finance Minister Barend du Plessis' challenge to big business to help with social upliftment

Incentive schemes make it a paying proposition — shareholders are not prejudiced by Sunflower. Even if they were, it would be worth it

# Training plan for hawkers

Sowetan 28/3/91

(Handwritten initials)

179

By JOSHUA RABOROKO

THE Johannesburg City Council's high regard for the role of the informal sector in creating jobs and wealth for thousands of people made it imperative to implement a training programme for hawkers, the council's director (markets), Mr Peter Venter, said this week.

The objective of the programme was to create an environment in which hawkers could trade without lowering acceptable health standards and in harmony with the formal sector, he said.

He added that by implementing the programme the council hoped to tell the informal sector that the maintenance of health and environment standards was of major importance to the city and community.

The council wished to explain to the formal sector that the economy desperately needed the informal sector to exist and grow, Venter said.

The training programme started this week with the

distribution of 30 000 pamphlets to hawkers all over the city. Graphics illustrate to hawkers how the council would like them to operate.

Officials of the markets department will distribute the pamphlets by hand. At the end of April a team of trainers would take to the streets to check on the progress made by hawkers and to start "hands on" training.

Training will be done by specialists from many council departments, who themselves are undergoing a training course at the moment on the council by-laws, handling of complaints and training methods.

The council has initiated a project to publish a monthly newspaper for hawkers. The first issue of this newspaper, called *Street Talk* will be distributed to the hawkers by the markets department at the of April.



## LABOUR

By DREW FORREST  
A WORKERS' college — jointly controlled by the Congress of South African Trade Unions (Cosatu), the National Council of Trade Unions (Nactu) and non-aligned unions — has been launched in the Western Cape.

At this stage a pilot project for 20 students nominated by the participating unions, the college aims to strengthen the labour movement by offering courses in labour law and collective bargaining, political economy and the international labour movement, the theory of trade unionism and organisational management.

# Workers' college for aspirant unionists

would be raised locally, said Sactwu's Western Cape secretary, Lionel October.

Potential funders had been approached and Sactwu had also provided a small loan.

In the long-term, it was intended that the unions would cover students and that college would be self-sufficient.

Describing the establishment of the college as a "historic development", a statement said it had implications for the "building of a united working class and strong working-class leadership" at a time of political and economic transformation in South Africa.

A similar project is close to being launched in Natal.

The board of trustees comprises seven representatives from Cosatu and its affiliates, two from Nactu unions and two from independent unions, but Cosatu's South African Clothing and Textile Union (Sactwu) is known to have played a spearhead role by initiating a feasibility study in August last year.

The feasibility committee included representatives of the University of the Western Cape, and the trustees are negotiating with UWC for the college to be based at the university.

For the pilot course, to run from August to November, student bursaries



28/3 - 4/4/91

# Careers group starts branch in Northern Tvl

By MATHATHA TSEDU

THE South African Black Technical and Allied Careers Organisation is to launch its Northern Transvaal branch in Pietersburg tomorrow.

Interim general secretary Mr Rally Maesela said all professionals were invited to attend the meeting at 2pm at the Holiday Inn.

Meanwhile, planning for the *Sowetan* Nation Building programme for 1991 in the Northern Transvaal begins at a workshop on Sunday afternoon at the Phodisha Ditshaba Lutheran Church Centre in Seshego, Pietersburg

*Sowetan 12/4/91*  
Programme

179

School parents' committees, teachers, principals and inspectors in the region are also invited. The programme starts at noon and will include a video on Nation Building.

Issues to be tackled at the workshop include planning for the Nation Building festival in August, the family as a unit, the role of social institutions in nation building and community hygiene and health.

## Workshops

*Sowetan* editor Mr Aggrey Klaaste and Medunsa clinical psychologist Ms Gloria Masetle will address the gathering.

Those attending the free workshop are expected to go back to their communities and hold similar workshops, for which *Sowetan* would offer assistance.

# Top public servants' jobs 'under scrutiny'

PATRICK BULGER

THE top 1 500 jobs in the public service would have to come under scrutiny in the new SA, ANC manpower director Mzwai Piliso said yesterday.

He told an Anglo American Corp conference on human resources management in Vereeniging the jobs would have to be looked at "in order to show the face of the new SA".

Piliso said the ANC believed it was necessary to remove historical imbalances. He was aware this could lead "to the promotion of blacks for window-dressing purposes".

The ANC wanted to avoid this and would opt for training opportunities to be made available.

"Some contend that affirmative action is nothing short of reverse discrimination. We observe, however, that the colour of management does not auger well for the new SA. Affirmative action should be aimed at bringing trained blacks into the mainstream of the economy."

Reacting to Piliso's statement Public Servants' Association (PSA) GM Hans Olivier said yesterday the PSA had no problem with blacks at all levels of the public service

The new SA needed qualified people and training was essential.

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16/11/71  
B/Dang 17/11/71



**ALL** businesses, from large multinational corporations to street hawkers, have at least one thing in common - finance.

Accounting is a vital function because it keeps a record of the financial affairs of a business.

The accounting profession is served by members of various professional groups, two of which are the Institute of Accounting Technicians and the Chartered Accountants.

## Training

I will deal firstly with the IAT.

The controlling body for this career path is the Institute of Accounting Technicians, which was established in 1982 to develop, train and maintain standards for professionally recognised accounting personnel.

Members of IAT are qualified to accept appointments as accounting officers to close corporations.

## Honesty

IAT's personal attributes should be an aptitude for figures, analytical skills, the ability to work well with people, good communications skills, honesty and integrity.

In order to enrol for the course, a Standard 10 certificate is required. This must include a pass in Mathematics and/or Accountancy at either higher or standard grade.

## Supervision

The trainee must be employed in accounting duties, working under the supervision of a CA, CIS, CMA or IAT.

Minimum symbol values of D in either or both Mathematics and Accountancy, and the first language, are usually required as a prerequisite for employment.

The IAT qualifying course is a three-year National Diploma Accounting, which is offered by technikons such as Witwatersrand, Peninsula, ML Sultan, Mangosuthu, Natal and RSA.

The course consists of

**IN this two-part series on career opportunities in the accounting profession, Mr Simon Burdett of the Institute of Accounting Technicians spoke to Sowetan Business reporter ALI MPHAKI.**

two components, academic (classes at a technikon) and practical (a structured training programme at work).

It is important to note that because of the practical training component, the diploma is essentially a part-time course.

Trainees must therefore be employed full-time in accounting duties and attend classes at a technikon

Classes are presented by correspondence, part-time, block release, or in some cases, full-time

## Types

As a prospective trainee, it is important that you find out what type of course presentation is offered at the technikon of your choice, as well as what is preferred by the employer

Students may, however, elect to complete their studies at a university of their choice, provided the "core" subjects are included in the curriculum. These are Accounting III, Taxation, Corporate Law and Auditing Principles.

## Register

In addition, the practical training requirements, monitored by the IAT training officers, must also be satisfied.

Bachelor of Commerce students may therefore register for the three-

year practical training programme while studying part-time, or do so after they have completed their full-time studies

Your practical on-the-job training may be in the office of an accountant or auditor.

## First step

The medium to long-term prospects for IAT's are regarded as favourable, with their orientation towards the small to medium business sector, which at the moment is one of the few areas of the economy experiencing growth

In the black business community in particular there is an enormous need for education regarding

accounting and the provision of accounting and allied services.

However, in the short term, students are experiencing problems finding employment in order to complete their practical training

## Big need

This situation will improve when those involved in small business become more aware of the need for accounting

About 40 percent of IATs practise for their own account. If you decide on this career path your qualification as an IAT could be the first step towards successful self-employment

For further information about a career as an IAT, write to the The National Office, PO Box 61010, Marshalltown, 2107 or phone (011) 838-7070

**SOWETAN**  
**What you need to**  
**be an accountant**

*Sowetan 25/11/91*  
*bt*

feature page ... feature page ... feature page

**Lots of jobs to choose**  
*Open 28/4/91* **179**



ALL teenagers should visit the Careers 2000 exhibition, as they will be able to get information on thousands of career opportunities

As more teenagers write matric exams, competition will increase drastically for positions in all faculties at universities, technikons and technical colleges

Also, a matriculation certificate is no longer enough to procure a job. Competition for employment in the formal sector will increase drastically over the next few years, so it is essential for teenagers to decide exactly what they wish to do and get the right training and education to succeed in their chosen field.

**A careers counsellor addresses a group of teenagers. The choice of the right career is vital.**

*Cipron 28/4/91*  
Pupils in Stds 5, 6 and 7 will be able to identify career opportunities which are available for pupils with their particular subjects. University undergraduates and students at technikons/technical colleges, will find Careers and 10, it is vitally impor-

*179*  
2000 is an ideal opportunity to talk to experts from hundreds of organisations and institutes. They will be able to obtain first-hand advice on employment prospects in different organisations and industries. For parents, a visit to Careers 2000 is an ideal opportunity to help their teenage children in establishing where they will best fit in the world of careers.

# Careers 2000

## Pick your job from six categories

*(179)*  
*Apr 28/4/91*

WHAT kind of career will suit you?

Visitors to Careers 2000 exhibition from tomorrow to Saturday at the Goudstad Teachers' Training College in Cottesloe will find occupations classified into six basic interest groups:

■ **REALISTIC** – Those who prefer to work with their hands, to use tools, to take care of animals or to be involved in the growing and tending of plants – eg. technician, forester, game warden, artisan, driver, mechanic, surveyor, computer programmer, pilot.

■ **INVESTIGATIVE** – Those who prefer to work on their own, usually in a research environment where they can observe and try to find solutions to problems – eg. biologist, geologist, biochemist, doctor, dentist, vet, optician, psychologist, sociologist.

■ **ARTISTIC** – Those who have creative abilities in writing, creating works of art or music or entertaining.

■ **SOCIAL** – Those who like to help and to take care of others – eg. social worker, teacher, librarian, nurse, speech therapist, physiotherapist, waiter, beautician, policeman, traffic officer.

■ **ENTERPRISING** – Those who prefer activities through which they can influence, persuade or guide other people – eg. salesman, bank manager, personnel manager or insurance or advertising agent.

■ **CONVENTIONAL** – Those who prefer an orderly environment where routine is important.



A career choice: a dentist and assistant at work.

## Medals in skills contest

*(179)*  
*Apr 28/4/91*

THE National Skills Final, a competition that measures competence in work-related skills, will be one of the highlights of the Careers 2000 exhibition

This competition is held worldwide and people up to the age of 25 compete in a wide range of occupational skills

The South African finals of this competition will be held each day of the show and winners who meet the international standards required will be awarded medals

Held throughout the country in a series of regional contests, the competition is aimed at upgrading skill standards in such fields as bricklaying, plumbing, hairdressing and cabinet making

# Data base to aid your choice

A VAST range of information on careers will be available at the Careers 2 000 show

The information can be sourced from a battery of PCs linked to the Human Science Research Council's (HSRC's) Mentor computer data base.

The organisers have also commissioned programmes which link each career with the career information resources available at the show

Visitors will be told which stands to visit for information on a particular career, which videos are available, which books have articles on that career, which Mentor programmes are available, which lecturers will be talking on them, and when, and to which career interest group they belong



CITY

# Productivity is crucial, says Louw

ARCW 18/4/91

179

By SHARON SOROUR  
Labour Reporter

MINISTER of Manpower Mr Eli Louw has warned that unless drastically low productivity levels improve, South Africa will have no hope of competing in world markets when sanctions are lifted

This blunt warning in an interview with The Argus follows the dire prediction of Reserve Bank governor Dr Chris Stals that South Africa will be ungovernable by 1995 if the country's poor economic growth continues

Underlining deep concerns that high production costs and low productivity were pricing this country out of the international market and eroding investor confidence, Mr Louw appealed to employers and unions to work together to achieve the economic growth that would reward all sectors

## Greater potential

While the European Community's decision this week to end sanctions against iron, steel and Krugerrands cleared the way for open trading with the 12 EC countries, business ob-

servers did not expect the move to have an immediate effect on trade levels

Against the background of greater export potential, Mr Louw warned that South Africa would have to improve its production performance if the country hoped to compete with the rest of the world and create new job opportunities

Last week, Dr Stals singled out social unrest, industrial action and the political uncertainties that were inhibiting business confidence as some of the main economically crippling factors

Mr Louw pointed to a recent survey of labour productivity in the manufacturing sector between 1975 and 1989 that showed South Africa fared the worst of the six countries reviewed

Korea's productivity was the highest, followed by Japan, Germany, the United Kingdom, the United States and lastly, South Africa

In contrast, Mr Louw said, the unit cost of production in South Africa was "by far the highest" of the six countries

He said "We are poor com-

petitors in foreign trade as far as manufacturing is concerned

"Trade union leaders say that labour is exploited while employers complain that productivity is very low

"Both parties have to come together, and even bring in outside expertise, to find out where the truth lies"

## Complex reasons

Mr Louw said the reasons for South Africa's poor performance were complex, involving training, motivation of the work force, the type of industry and whether the country had an export advantage in that particular industry or not

While certain issues in labour relations were having a "bad effect" on the economy, Mr Louw believed the historic Labour Relations Amendment Act made "meaningful negotiation possible" and could lead to "economic realism" among both employers and unions

"The department is trying to find a way to develop the economy so that people can earn a decent living, but in a way that does not kill the economy. There is a delicate balance to be reached," Mr Louw said



Cape Times 18/4/91

# Higher priority for job creation schemes?



Mr Eli Louw

By SHARON SOROUR, Labour Reporter

TO bring down the critical level of unemployment government-funded job creation schemes may be given a higher priority, says Minister of Manpower Mr Eli Louw.

He said in Cape Town he would continue pressing for more money to be allocated to the schemes, controlled by the Department of Manpower

"The government is likely to give them greater priority in the future"

While the government saw job creation as a crucial at all levels, only a growing economy could guarantee long-term growth in job opportunities

But he was satisfied the department was doing everything possible to create more jobs

## THREE MILLION BENEFIT

"I think we are doing very well with the money at our disposal"

The department was administering a special job creation programme and more than three million people, 1,3-million of them unemployed, benefited from training schemes

The plight of the unemployed was being alleviated by the Unemployment Insurance Fund, with reserves of more than R1 billion

Simple solutions could not be found for an issue as complex as unemployment but the government and the private sector were key players in a market-related economy

"The State must create a climate conducive to enterprise and investment — but the private sector is the real job creator"

## Register of sponsors is 'biggest yet'

A bursary register, annually updated and bearing information about some 50 percent of the bursaries offered by a host of South African organisations, is available from the Education Information Centre (EIC) in Johannesburg.

The EIC is an independent, non-profit service organisation which provides career information and guidance to underprivileged students.

Its bursary register is comprehensive, including bursaries for schools, commercial and secretarial courses, correspondence studies, teacher training colleges, technical colleges and technikons.

"The list this year is our biggest yet," comments bursary compiler Rita Levin.

*Start 18/4/91*  
*Range 177*

"Bursaries have been offered by a huge number of organisations, ranging from major institutions such as the mining houses, to black scholarship programmes such as the Educational Opportunities Council and Africa Scholarship Programme, and church and community organisations, such as the SA Council of Churches.

In addition, bursaries offered for university study are organised into categories such as university preparedness, a list of 37 faculties and post graduate studies.

A new section on medical and paramedical studies, has also been added this year.

A section on bursaries available for overseas study is also included, and a complete list of all universities and technikons in Southern Africa has been incorporated.

The register is aimed specifically at students. More than 30 000 lists are distributed each year.

# Careers

New Nation  
(Learning Nation)  
1914-25/4/91.

In the previous lessons we learned that decisions about one's life are very important. Before you can make these decisions you have to consider all the factors and find out as many facts as possible. In the next two lessons we will look at how to find out more information about work and jobs. People who do not have a lot of information about occupations are much more likely to end up in the wrong sort of job than people who do some research into careers and jobs.

(179)



Petunia Maboe and Natie Rule, actresses in the play 'Call me woman' (Market Theatre, Johannesburg, 1979)

## Where do I start finding out information?

- 1 Pair up with a friend. Try and tell each other in an organised and detailed way about one of your parent's work. This will help you to work out the sorts of information to find out. Here are some ideas:
  - \* what the work involves
  - \* type of workplace
  - \* working hours
  - \* pay and benefits

Exchange any kind of information about the jobs you can think of.

- 2 Begin a list of the sorts of things you yourself will need to find out about jobs you are interested in. Keep the list and add more points to it as we go through the lessons.

## A closer examination of a job

Here are some examples of different kinds of work. There are hundreds and hundreds of other jobs which we don't have the space to list. See if you can list some of the jobs we have not mentioned.

- |                        |                         |
|------------------------|-------------------------|
| actor                  | roads clerk             |
| advertising artist     | roads superintendent    |
| advertising copywriter | sailor                  |
| announcer              | sewing machine mechanic |
| anthropologist         | shoemaker               |
| archaeologist          | shopfitter              |
| architect              | signwriter              |
| activist               | spraypainter            |
| artist                 | spring-smith            |
| athletic coach         | stonemason              |
| author                 | structural-steel worker |
| ballet dancer          | telecommunications      |
| biographer             | electrician             |
| biochemical engineer   | tailor                  |
| careers adviser        | telephone electrician   |
| chiropractitioner      | tool and die maker      |
| carpenter              | tractor mechanic        |
| clinical psychologist  | typist                  |
| child minder           | vendor                  |
| community relations    | upholsterer             |
| consultant             | vehicle builder         |
| conservationist        | welder                  |
| criminologist          | woodcarver              |
| driver                 | woodturner              |
| dental technician      | nature conservation     |
| dentist                | officer                 |
| dietician              | nursing assistant       |

- Choose one occupation from the list and write it down.
- What do you know about this job? Write brief point-form notes.
- Where does the person doing this job work?

- workshop • factory • mine
- laboratory • office • studio
- warehouse • shop • service counter
- home • institution • mobile workplace
- outside

**D** What is the main activity of the job? Choose from this basic list:

- 1 **Making:** Mainly work done by hand, converting or refining materials. Example: carpentry.
- 2 **Assembling:** Combining materials by assembling, building, or installing. Construction and building are major activities.
- 3 **Designing:** Designing and creating with materials, closely related to making and assembling. Example: designing clothes or books.
- 4 **Operating:** Related to 1, 2 and 3 but now done by machine. Involves operating and using machines. Example: lathe operating.
- 5 **Growing:** Cultivating plants, rearing animals, mainly for food. Example: chicken farming.
- 6 **Testing:** Testing and measuring, mainly in laboratories. Example: medical laboratory technician.
- 7 **Drawing:** Drawing and reproducing drawings and prints. Example: illustrating.
- 8 **Serving:** Mainly helping and advisory work. Example: social worker.
- 9 **Trading:** The businessperson's work of buying, making and selling. Example: shopkeeping.
- 10 **Administering:** Mainly public administration. Example: municipal and state workers.
- 11 **Controlling:** Involves civil controls and security. Example: policing.
- 12 **Caring:** Helping people in need of assistance. Example: nursing.

**E** Now decide which economic sector you would be working in if you followed this career. Choose from this list:

- 1 **AGRICULTURE, FORESTRY AND FISHERIES**  
Growing field crops, fruits, grapes, seeds, vegetables and flowers, tea, sugar and coffee, raising livestock, poultry, bees, producing milk, wool, hides, eggs and honey, providing agricultural services, hunting and propagating game for commercial purposes.
- 2 **MINING AND QUARRYING**  
Coal mining, metal ore mining, gold and uranium ore mining, diamond mining, stone quarrying, clay and sand pits, chemical and fertilizer mining, salt mining and evaporation.  
Precious and semi-precious stone mining and prospecting.
- 3 **MANUFACTURING**  
Metal products and engineering: machinery, metal products, electrical equipment, transport equipment, motor vehicles. Chemicals: pharmaceuticals, rubber and plastic products. Construction and infrastructure: electricity, water, roads, sewage, construction work and building. Wood and wood products: furniture, wood, paper, printing and publishing. Textile clothing and leather goods, including footwear. Food, beverages and tobacco.

## 4. THE SERVICE SECTOR

Trade services, retail and wholesale trade, import and export trade, hotels and restaurants.

**Transport and communications:** land, water, air transport, postal communications, storage and forwarding.

**Financial services:** banks, building societies, insurance companies, real estate.

**Professional and business services:** architecture and quantity surveying, legal services, accounting and data processing, engineering and technical services, business services, advertising and consulting services, computer bureau services.

**Personal and household services:** laundries, cleaners, domestic services etc.

**Cultural, recreational services:** libraries, museums, art galleries, theatres, concerts, cinema, radio, television, writing, painting, other arts, lecturing, etc., parks, sports clubs, swimming pools, etc.

**Social and related community services:** educational, medical, veterinary and sanitary, research and scientific institutions, welfare institutions, religious.

**Public service:** administration and services by government, provincial departments and municipalities.

**5** Now that you have chosen this job what would you call yourself? Choose from this list:

- an owner
- a manager
- a supervisor
- a skilled worker
- an unskilled worker
- a professional
- self-employed
- informal sector worker

In this lesson we have looked at different types of work and workplaces, and where you could possibly fit into them. You need to think about and understand these things before you go job hunting. Next week we will look at ways of finding out more details of a specific type of work.



A Carpenter

# Train for scarce skills

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*(Prep 21/4/91)*  
IF you want to be sure of a job given the sea of unemployment that has engulfed southern Africa during the past few years, then reading the annual report of the National Manpower Commission is a must

It details job categories in which there are worker shortages

The report points out that the demand for certain categories of skilled workers has shown a sharp increase during the past decade, despite our low average economic growth rate.

Experts who compiled the document calculate that at a projected real economic growth rate in the next decade of 2,7 percent a year, the demand for what it calls high-level manpower will increase by three to four percent annually, or by a cumulative total of up to 600 000.

High-level manpower means those workers who have had at least two years of education or training after matric. Middle-level workers are those with at least Std 7, plus at least a number of weeks

## ■ MONEY TALK

or months of training in and/or outside the work environment

If there is an economic upswing in South Africa, companies will be needing highly-trained workers in a hurry and will be forced to shop on the international market for skills. This will cost enormous sums of money as the rand is weak and highly-skilled, well-paid workers are normally reluctant to uproot themselves in Europe, or elsewhere, to come to South Africa unless the pay is exceptional.

Apart from the fact that it will be inflationary, it can cause unrest among South African workers as the wage gap between their pay packets and those of the overseas workers is bound to be substantial.

Workers from overseas have to be paid in American dollars or the currency of their country of origin.

The solution is, of course, for more local workers to acquire those scarce skills. In fact, train-

ing is fairly widely available to anyone prepared to apply himself.

The categories specifically mentioned by the commission, in which critical shortages exist, include.

■ Apprentice Metal and engineering, electrical and electronics building, motor, printer and furniture trades,

■ Technician Engineering and draughtsman,

■ Engineer. Technologist (unregistered),

■ Clerical Bookkeeper and related financial clerk;

■ Computer-related Office machine and computer operator, computer systems occupations, including programmers

Apart from these there is a shortage of production foremen and production supervisors in many areas, such as chemicals, coal, rubber, plastics, paper and wood manufacturing and food, drink and tobacco preparation.

## HSRC argues case for widespread computer literacy

JOBS provided by the information technology sector will double by the year 2000 to 60 000 if SA accepts recommendations from the HSRC, says Prof Dewald Roode, head of Pretoria University's informatics department

A recent study conducted by the HSRC suggested that every person at secondary school level should receive basic training in computer literacy

In an interview published in Enterprise magazine, Roode says "While

6/22/91 22/4/91  
THEO RAWANA

current demand is greatest for experienced people the economy will continue to need a large number of people with a suitable level of computer literacy — but not necessarily any professional skills"

The HSRC study, of which Roode was chairman of the working committee, developed strategies to take SA into the 21st century as an infor-

mation technology-based economy  
"Judging by prevailing trends, the information technology industry — currently providing work for about 30 000 people — will create opportunities for at least 60 000 by 2000"

He says this demand could easily be higher if the economic growth rate of the 1990s turns out to be higher than that of the 1980s. This implies that labour shortages in the information technology industry could become more problematic

# Technically skilled people are wasted in management

AN investment in training of skilled entrepreneurs, managers and workers is essential to economic growth in SA, says Louis Allen Associates MD Howard Cook

"The two biggest problems facing SA business and industry are low productivity and a shortage of skills

"As a result, many technically skilled people are in management jobs for which they have not been trained and for which they have little aptitude

"The situation is worsened because their subordi-

nates, in turn, lack the training to do their own jobs

"As a result, the manager spends a lot of time — estimated at around 40% on average — doing technical work instead of managing

"Because one of the functions of management neglected in the process is training staff, they are caught in a Catch-22 situation"

There are four consequences to this state of affairs, Cook says

The less time each manager spends on management work, the less effec-

tive he will be as a manager

This means the economy will need more managers to keep operations going

This, in turn, will force more skilled people into management positions, exacerbating the skills shortage

Finally, people not trained to manage cannot identify or deal with the training needs of their subordinates

"We have to break the cycle

"The manager must become the facilitator and encourager rather than the

checker and instructor," says Cook

This can only be achieved when his subordinates have clear objectives and standards to work to, enabling them to monitor their own performance and take creative action to correct it where necessary

This calls for the correct technical training — but if the manager delegates the responsibility for identifying training needs to his subordinates and encourages them to ask for training, he will be set free of a time-consuming process

Employees will then be

motivated and managers will become more efficient. Overall productivity will inevitably improve

"The amount and quality of training in SA is abysmal

"The typical company has no budget or standard for training programme and when times are tough this is among the first things to be cut

"By comparison, European and Japanese companies spend on average five times as much time as we do on training, so the don't have the skills backlog facing us" he says

Bl Day 23/4/91

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# Technically skilled people are wasted in manager

BI Day 23/4/91

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# More immigrants boost SA's skills

By Mark Suzman

Star 23/4/91

174 236

An increase in the number of people coming to live in South Africa, plus the lowest emigration rate in 30 years, led to South Africa gaining 9 777 people last year — the largest since before the unrest of the mid-1980s

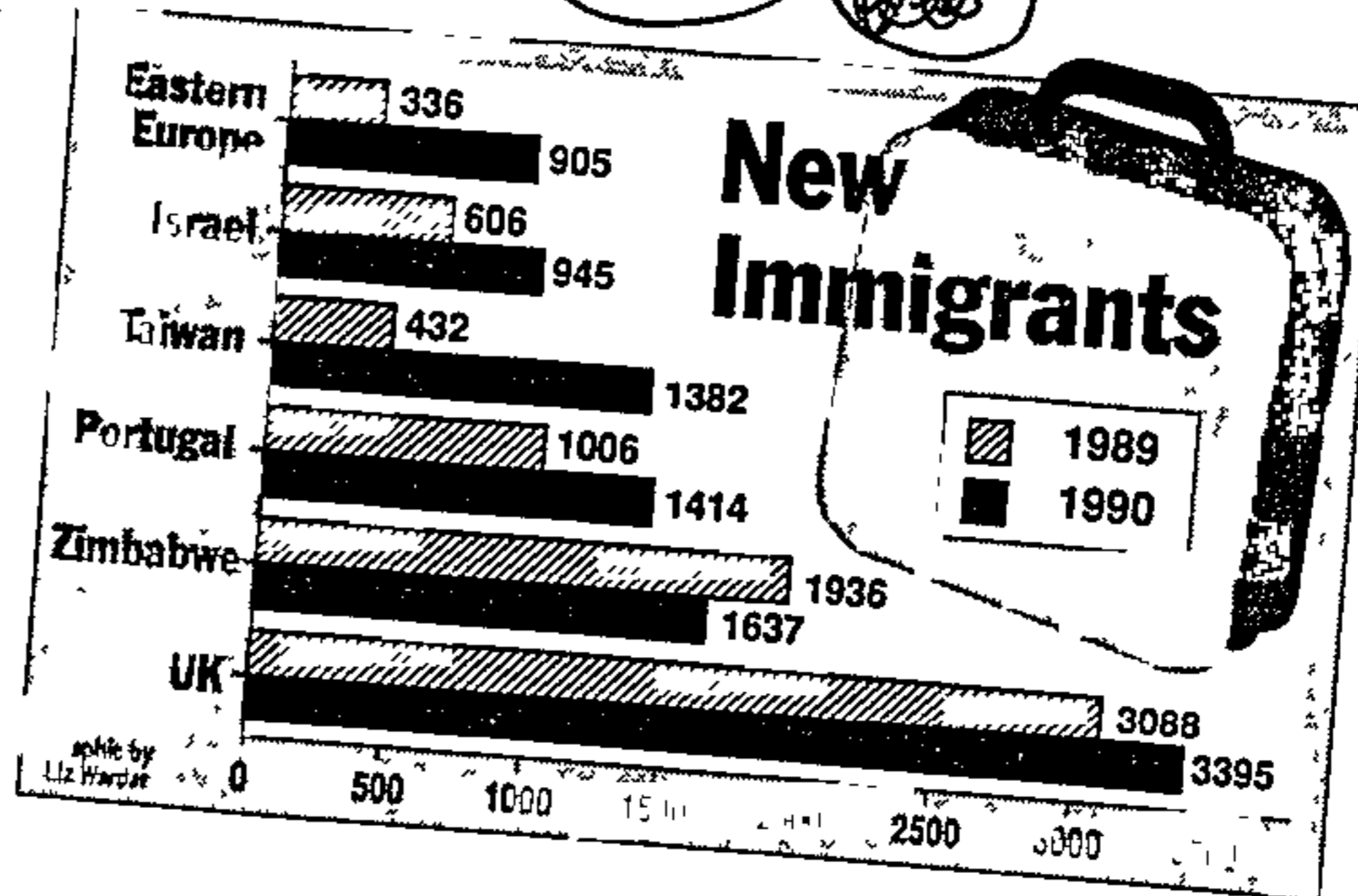
The latest figures released by the Department of Home Affairs show that South Africa had 14 499 new arrivals in 1990 compared to only 4 722 departures, representing a 28 percent gain on 1989

Although Britain and Zimbabwe still occupy first and second places as the origin of most new arrivals, with 3 395 and 1 637 respectively, the rest of the increase can be traced largely to four regions

## Professionals

The number of immigrants from Portugal, in third place, went up by more than 40 percent last year to 1 414. New arrivals from Israel rose more than 30 percent to 945, but the country dropped from fourth to fifth place. The spectacular growth of immigration from Taiwan, which tripled to 1 382 last year, put it in fourth place.

A similar increase in new arrivals from eastern Europe, rising from 336 to 905, lifted the region to sixth place



Overall emigration continued to decline, although the UK and Australia remained overwhelmingly the favourite destinations for departing South Africans, with well over 1 000 people leaving for each country

And despite continued complaints about a "brain drain", South Africa also saw a net gain of nearly 1 000 people in professional and managerial occupations last year

Included in these figures were 896 accountants and related workers, up from 764 in 1989, and 573 engineers and technology experts, up from 380 the previous year

There was also the arrival of 149 qualified medical and dental practitioners and specialists

compared with the departure of 29 — a major shift from 1988 when South Africa had a net loss of medical personnel

All this is good news for the economy and local business, which is suffering from a severe skills shortage

According to Gerrie Bezenhout, Labour Affairs Manager at the South African Chamber of Business (Sacob), although South Africa's long-term objective must be to train skilled workers from within the existing population properly, in the short-term the influx of skilled people via immigration was necessary for the economy

"Many of these new immigrants will create additional jobs and pass on their skills to people in South Africa," he said.



# Training academy <sup>179</sup> aims for excellence <sup>179</sup>

A COMMITMENT to excellence — both in-house and within the estate agency profession as a whole — led to the establishment of the Seeff Training Academy about 15 years ago

Today, the academy is among the largest of its kind in SA, with some 1 500 students passing through its doors each year

It was launched by the late Geoffrey Seeff, founder of the group, and was revitalised in 1985 when Johan Meyer who had been running a successful training course, took over as MD

Courses offered cover selling and marketing skills for beginners, negotiation training, commercial and industrial property and a course for Estate Agents' Board examination candidates

A new course is titled Your career in real estate and how to open your own business

Says Meyer "The Seeff group is not threatened by the prospect of new businesses coming into the market

"It's in all our interests to

increase the level of professionalism in the industry"

Meyer says some 60% of property brokers operating in Cape Town were trained at the academy

In addition to offering training courses, the academy provides a consulting service to a wide range of brokerages

"We advise them on setting up in-house training programmes and running their businesses," he says

## Secret

But while the academy's courses have proved their value to the industry, Meyer says the secret of Seeff's success is that its training is ongoing

"We run weekly training courses lasting, on average, 90 minutes. These range from refresher courses on selling techniques to workshop sessions to help our salespeople cope with various situations"

"Market conditions change daily, but Seeff salespeople attend workshops at least once a month and usually fortnightly"

BY TERRY BETTY

THE THREAT of anarchy caused by unemployment has been tackled by the Soweto City Council. It has developed labour-intensive construction programmes.

Their purpose is threefold: ● To improve the water reticulation system which is in a bad condition because it is old and the increased density of the Soweto population ● To create jobs. ● To train people to become contractors. An estimated R10-million a year could be saved by halving leakages resulting from pressure on the pipes

# Soweto jobless put to work

Sf Rivers (Bursart) Deputy city engineer

Archer Davis believes that the opportunity to enter the economy as an employer is even more important than the creation of employment for those with no skills.

Entrepreneurial development in SA (EDSA) provides commercial skills training in construction. Most potential contractors have technical experience but lack commercial knowledge. Twenty contractors can employ about 30 workers each.

Mr Davis stresses that jobs

are not merely handed out — tenders are competed for. He says the programme has shown cost savings of about 10% over conventional construction methods.

The conventional contractor cannot work in west Soweto, or "Behut", because of gang violence.

Mr Davis says: "Vandalism is caused by the lack of understanding of the need for an infrastructure. But when contractors explain the system and install it, it gains acceptance. "Helping the community

179  
[Handwritten scribbles]

feel it is part of the economy will stabilise it."

"But Government funding for capital projects which Soweto has used for job creation has been cut. Alternative sources of income have not been identified."

Grants were slashed "just when I had developed the resources, experience and capacity to expand low-tech, labour-intensive civil engineering construction programmes".

The Government has indicated that it will no longer subsidise black local

authorities, so the Soweto City Council is looking to the Regional Services Council for money.

Many people would question whether job creation at a time of high inflation is justified.

But Mr Davis argues that

contractors and workers do not have a high import propensity in their spending. More cash in the ordinary man's pocket will not put pressure on the balance of payments and will not exacerbate inflation.

Other work being planned includes stormwater drainage, road construction, kerbs, gutters and possibly electrical work.

Star 30/4/91  
**R800 000 for  
ACE centre**

Construction of the second major phase of the Alexandra Community Education (ACE) Centre will start soon, thanks to a R800 000 donation by the Toyota South Africa Foundation (179)

The R10,5 million phase, which follows the completion of the R5,5 million Alexandra Technical College last month, involves building a career-directed education centre.

Toyota's donation will go towards workshops for mechanical, electrical, welding and metalwork instruction

ACE is a joint project involving the community of Alexandra, The Star's TEACH Fund, Rotary and the Department of Education and Training

Major donors include Barlow Rand (R3 million), AECI (R470 000), JCI (R450 000), TEACH Fund (R200 000), Otis Elevator (R150 000) and Total SA (R160 000). —  
Education Reporter

The Entrepreneurial Development of Southern Africa, a subsidiary of Bifsa, has arranged commercial skills development training for small contractors in the building industry.

At the request of the Soweto City Council Engineer's Department, modified courses will be held for people who want to work in the civil engineering field and will dovetail with the department's contractor development programme.

The courses being offered by Edsa are aimed at helping people obtain commercial skills needed to run a small business effectively.

They will also learn how to tender for work and make a profit at the end of the job.

There is no charge as sponsors will pay all costs.

# Gain skills to improve profit and ability

*Sowetan 2/5/91*

**By JOSHUA RABOROKO**

The deputy city engineer said the introductory course was recently successfully completed by 15 people.

The intermediate course will be offered soon if enough people are interested.

A public meeting will be held at the Water Branch offices in Klipspruit on May 7 at 4pm to explain the course and arrange for those interested to sign on.

If enough people are interested the introductory course will be run again.

Tests for the intermediate course can be taken by people who have not done the introductory course to see if they are eligible.

The department has helped in developing civil engineering contractors in Soweto for four years.

One of their projects was the installation of mains for the supply of water in the city.

This work was done by contractors who had tendered for the work which was advertised in the Press.

For more information telephone Mr Mkhize at (011) 838-1734.



Ton Vosloo ... "skewed skills relationship".

# Skills vital for growth

21/10/82 S15191

SOUTH Africa's challenge is not only to bring literacy and numeracy to the population, but also to supply people with the relevant skills, knowledge and understanding necessary to maintain economic stability and growth, said National Pers. managing director Ton Vosloo.

Speaking at the Sebokeng Teacher Training College's Diploma Day yesterday, Vosloo said the stability of any future government would depend on sound economic growth - despite what occurs in terms of social and political reform.

In future, he said, increasing numbers of students would apply to study at

tertiary institutions.

But South Africa had a "skewed skills relationship" at this education level, with an average of three people studying at university for every one studying at a technikum.

Overloading universities will not result in the acquisition of skills that our country needs, Vosloo said.

He added there were shortages of medical personnel, accountants, computer technicians, engineers, teachers and health workers.

The education system would have to be structured to deliver personnel that match up to technical, economic, social and educational demands.



# Tilessetters use an ancient craft

Star 16/5/79

205 179

In ancient Egypt and Rome, tiles were used for the design and construction of mosaics (an art form using small, decorative ceramic squares). Today tilesetters use a similar method to the ancient artists.

The tilesetter applies a variety of tiles to walls, floors and ceilings as well as creating ceramic patterns

These include clay tiles, cement and terrazzo floor tiles, quartzite tiles and tiles with a vinyl or asbestos base

When tiling a floor the tilesetter applies screed (a finishing layer of mortar, cement) as a base

The tile is then placed on the cement and left to dry

When vinyl or asbestos tiles are used, the screed is left to dry first and then certain glues, which are used for elastic flooring purposes, are spread over the screed on to which the tile is set

Walls are either plastered smoothly before tiles are glued to the wall or each tile can be set individually

Single tiles vary in colour, pattern and size



Hard at work... Tilessetters spend a lot of time bending, kneeling and stooping.

shape and size, tilers sometimes arrange tiles on the floor according to a specific design, before setting them on the wall. This allows the tiler to examine the pattern and make necessary changes

Much of the tilesetter's workdays are spent bending, kneeling and stooping — activities that require endurance but not exceptional strength

Accuracy, three-dimensional abilities and hand dexterity are important qualities for a tilesetter who should also be able to read plans as he has to work according to instructions and specifications

The minimum qualification for a tilesetter is a Standard 7 Certificate with a pass in English, Afrikaans, accountancy or mathematics and one other subject

Employers may, however, give preference to persons with higher qualifications

A three-year apprenticeship is required but it can be shortened by higher qualifications, appropriate experience or military service

The Building Industries Federation of South Africa (Bifsa) is one of the few industries which requires further training in workshops other than the practical experience gained at work

Theoretical training is undertaken at technical colleges throughout the country

Students at training colleges are given wages, food and housing. These colleges are situated in Springs, Cape Town, Durban and Port Elizabeth

Some employers offer apprenticeships as well

There is always a need for well trained artisans in the building industry and skilled tilessetters may become supervisors or start their own contracting business.

For further information contact: National Training Manager BIFSA, Box 1619, Halfway House 1685.

Adapted from "My Career" by the Manpower Department.

## CAREER

# Helping people to keep track of their money

*Star 17/5/91. (179)*

In South Africa there is a shortage of chartered accountants

A chartered accountant (also referred to as an auditor) carries out audits which involves putting the financial statements of an organisation in order

This includes looking at the vouchers of transactions and ensuring that all the income and expenditure has been correctly ordered and recorded

A chartered accountant's qualification is the highest in accountancy.

Chartered accountants review the financial records and details of an organisation's past financial year, and put together a set of accounts. Their task is to reflect the financial status of organisations.

They also set up computer programmes, which will cover the accounts, membership records and tax details of an organisation

They assist employees with tax queries and help employers set up tax structures.

A chartered accountant can be considered as an objective third party who can be trusted to give an accurate financial statement to members and to outsiders dealing with an organisation

Chartered account-

The economy cannot afford to have businesses going bankrupt. Chartered accountants are vital to any economy as they help to ensure the efficient running of businesses and organisations.



ants offer financial advice. For example, they help plan the amount of money that an organisation will spend in the future and how much income will be needed.

Chartered accountants check whether the financial statements are in accordance with the organisation's constitution.

This measure ensures that there are no dishonest practices within the organisation.

### Qualifications and Training

Prospective applicants should have a keen interest in accountancy. It is helpful if you have studied accountancy at school.

You need a matric exemption with mathematics (higher grade)

To qualify it takes

four or five years of university study. At some universities there is a four-year full-time course

It is also possible to study part-time. After you have done your theoretical study, you have to do a period of articles (between three to five years, depending on the degrees you have completed).

During this time, you work for a public accountant and auditor.

Articled accountants are seen as trainee accountants.

Accountants must be computer-literate

There is a great demand for chartered accountants

It is a well-paid profession.

The role of a chartered accountant in a

post-apartheid society

A lot of people working for change dismiss ac-

countancy because they see it only as a way of making money. However, it is vital for organisations and trade unions to have a very good understanding of accountancy and the requirements of auditing.

Currently a lot of work is required to assist trade unions to understand the financial affairs of companies. The accountant can empower workers and ordinary people to understand accounts, and to realise that accounts are things over which they can have control.

It is also important that organisations and structures are accountable to their members.

For further information contact:

● The SA Institute of Chartered Accountants, Box 964, Johannesburg 2000. Telephone: (011) 834-1351.

● Transvaal Society of Chartered Accountants, Box 2995, Johannesburg 2000. Tel: (011) 836-0124.

● Natal Society of Chartered Accountants, Box 487, Durban, 4000. Tel: (031) 304-5475.

● Cape Society of Chartered Accountants, Box 4484, Cape Town, 8000. Tel: (021) 21-1458.

● OFS Society of Chartered Accountants, Box 408, Bloemfontein, 9300. Tel: (051) 30-4240.

Adapted from: "The Future is Yours"

# Retraining funds a top NUM priority

Blomay 2215791  
THE creation of retraining funds has emerged as one of the National Union of Mineworkers' (NUM's) top priorities in mining retrenchment talks between employers and the union.

NUM spokesman Roy Sewnarain said demands for training funds were based on the need to equip unskilled workers with basic training, enabling them to find work in other categories such as brick-laying and carpentry.

Retraining had not yet been established at the various mines affected by retrenchments as the union was still investigating how to best utilise these funds, he said.

Sewnarain said the NUM was currently negotiating retrenchments at several mines including Vaal Reefs, Western Deep Levels and Doornfontein near Carltonville, Stilfontein near Klerksdorp and Africa Crysolite Asbestos near Nelspruit.

At Western Deep Levels, the union was negotiating the retrenchment of about 500 workers, while about 600 were involved at Doornfontein. At Stilfontein the NUM was negotiating a retrenchment package which would see about 3 000 jobs being phased out by the end of the year.

The NUM and management at

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VERA VON LIERES  
Harmony gold mine near Virginia signed a "satisfactory" retrenchment deal in March, Sewnarain said.

The agreement includes one month ex gratia payment, one month notice pay and two weeks severance pay for every completed year of service.

The number of workers to be retrenched had been reduced from 9 000 to 4 500 by implementing an extended leave scheme, Sewnarain said. In terms of the scheme, employees are required to take three months unpaid leave in each 12 month working cycle.

In addition, management agreed to establish a R1m retraining fund.

Rand Mines spokesmen were unavailable for comment.

At Eskom, the union has also negotiated a lump sum to deal with job creation schemes for workers.

Sewnarain stressed the NUM could not provide a long-term solution to the issue of retrenchments. While it could intervene and make a contribution in areas such as retraining, broader political intervention was required to address the issue.



## Education project targets Alexandra

179 TANIA LEVY

A NEW multimillion-rand campaign to educate and employ Alexandra youth has been launched in an attempt to reduce Sandton's high crime rate and improve conditions in the township.

The "Education for Employment" programme is a joint venture between Sandton and Alexandra organisations.

It aims to provide job training for the so-called "lost generation" and unemployed adults, improve the township's schools and provide community leaders with management skills.

The AlexSan Kopano Educational Trust, which is organising the project, has launched a worldwide appeal to raise R26m over the next three years.

The trust's committee includes local ANC leader Popo Molefe, former SA Council of Churches education head Sheila Sisulu, Alexandra Health Centre head Tim Wilson, former Toyota MD Colin Adcock, Sandton Civic Foundation members and Alexandra community leaders.

At the project's launch in Sandton last night the trust's director Dave Jackson said the project was an investment in a more peaceful and prosperous way of life. The alternative would be escalating crime and diminishing personal security.

# Cast teams study local government abroad

THE Civic Associations of Southern Transvaal (CAST) has sent 10 young black South Africans to various overseas countries to study local government.

**ABBEY MAKOE**

Moses Mayekiso, Cast's president, told Saturday Star more young men and women

27/5/79  
would be sent to join those who left two weeks ago for Canada, India, the US and UK

"We're sending people over for training to make sure that the new South Africa does not end in a shambles."

Fields of study include health services, informal education, housing, national development and transport management

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Mr Mayekiso said the idea for the training scheme occurred to him when he saw councillors signing documents they hardly understood

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25/1/91

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A multimillion rand programme is being launched to tackle the problems of rampant unemployment and inadequate education in Alexandra township.

The programme, called Education for Employment, is a joint venture involving a coalition of groups from Alexandra and Sandton.

"The programme is a positive attempt to reduce poverty, unemployment and crime in the communities of Sandton and Alexandra" says Holly Luton, chairman of the AlexSan Kopano Educational Trust, which is organising the initiative.

"We are all concerned about the increasing rate of crime in Sandton, but building higher walls around our properties and installing ever more costly security systems really isn't a long-term answer," she says. "The problem has to be tackled at its roots, providing unemployed Alexandra youth an alternative to crime — skills that will enable them to get and keep decent jobs."

The Education for Employment programme has three legs:

- Job training and assistance for the so-called "lost generation" and for unemployed adults, so that they can either find full-time or part-time employment in the formal sector or start their own businesses.
- Improvement of school facilities, teacher training, parental support and student motivation at Alexandra's schools
- Management training for the leaders of Alexandra's community organisations

The programme is under the direction of Dave Jackson, an experienced education and development consultant. "Most whites are unaware of the true situation in Alexandra" he says. "It's a city with a population of about 280 000 — no one knows exactly how many people — of whom more than half live in shacks with a single outside tap, bucket toilet and shower

## Joint plan to fight poverty

shared by between 70 and 80 people."

About 47 percent of the employable adult population is without work and among the youth the figure is far higher

The organisers of the programme believe the success of the Education for Employment depends as much on the people of Sandton as much as it does on the people of Alexandra

"It's got to be a joint effort," says Salina Serote, one of the trustees. "Sandton and Alexandra are two parts of a single community. The people of Sandton benefit from the labour the people of Alexandra provide — and they are affected by their problems. That's why we coined the word AlexSan

"People in Sandton have the money, the expertise and the contacts — the people of Alexandra need their help to enable them to develop long term self-sufficiency."

The programme is estimated to cost more than R26 million over the next three years. Most of the money will go into creating jobs.

A world-wide fundraising appeal has been launched. The organisers are relying on large corporate donors and foundations in South Africa and abroad to come up with the big donations. However, people of Alexandra are also contributing and the intention is to make the programme increasingly self-financing.

"If we're going to make the new SA happen we have got to take a personal responsibility for bringing about change in our community," says Mr Jackson.

Readers wanting to know more about the campaign or wanting to offer their help should contact Dave Jackson at (011) 783-8130

# CBT 'route to more effective training'

Star 27/5/91

Computer-based training (CBT) is about 40 percent quicker and students learn 30 percent more on computers, which adds up to about 30 percent savings for companies wanting to train their staff, says Professor Renate Lippert of Pretoria University.

There are various case studies showing cost and time effectiveness of CBT. South African Airways was able to increase its total mandays for training by 170 percent and the Post & Telecommunication Service, using interactive video techniques, was able to save 35 percent, equivalent to R2 million.

Professor Lippert is charged with incorporating CBT into all the Facilities at Pretoria University. However, she says it has been the commercial sector that has been quick to see the benefits of CBT rather than the educational sector.

"The commercial sector has more money to invest and has a keener sense of productivity so that shorter learning times impacts more immediately on the business world," she said.

However, in a country that has an

educational crisis, a system that allows teachers to pass on more knowledge in a shorter amount of time should be a priority.

Professor Lippert said that she recently canvassed 270 schools in the Transvaal, in which she got a 83 percent response, and 100 percent of the headmasters said they would give preference to teachers with CBT experience.

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Icons

CBT is also a very good means of instruction for illiterate people who are taught with the aid of a light pen and interact with icons and graphics instead of words.

The professor said that there had been a move on the part of some unions to forego pay increases if the company would contribute towards the education of workers' children. In instances like this CBT can provide an excellent support system to pupils.

Professor Lippert is at the moment editing a book on CBT for educationists.

# Training system needed, says professor

● From Page 16

● Employers find it easier to interpret the value of the certificates and diplomas.

Professor Mouton foresees the time in the near future when accreditation will be carried out on three levels, namely, the accreditation of the institute; of educational or training courses, of skills or competencies as subsets of educational or training courses.

"A fourth level of accreditation is very important for the credibility of the whole accreditation process," the professor said.

## Success

"One possibility is a national accreditation bureau that accredits individual accreditation centres".

The professor believes that for such a body to be successful it should not be a Government institution but one that operates jointly with participation from the formal, informal and private sectors.

"Another possibility," said the professor, "is a body accrediting industry training boards and private bodies".

Although much still needs to be done in establishing accreditation firmly among employers and the public, Professor Mouton said that accreditation would make a meaningful contribution to education and training in the new South Africa in years to come

# Training system needed, says prof

"We all know and agree on the need for more and better education and training in South Africa, but we also know that there are not enough funds to cope with existing needs, let alone the backlog of needs or the future needs of education and training."

This was said by Pro-

fessor W Mouton at a recent seminar held by the Association of Accredited Education Centres of South Africa (ACESA)

"The answer to this dilemma" the professor added "is twofold

"Firstly, education and training must become increasingly more vocational and job ori-

entated and secondly the task of education and training in South Africa must become more organised with more co-operation and higher efficiency between the actors involved"

Professor Mouton said that South Africa must develop an education and training sys-

tem that is integrated and makes use of all available resources and promotes collaboration between the formal and non-formal education and training sectors."

However, the professor believes that if we cannot assure the quality of our education and training "everything will be of little use".

This is where the role of accreditation becomes indispensable.

The mechanism of accreditation enhances:

- The determination of similar values of courses.

- The equivalence of standards.

- The horizontal flow of learners between the formal and the non-formal sectors and within respective sectors.

The benefits of accreditation include:

- Greater order in the total education and training sectors

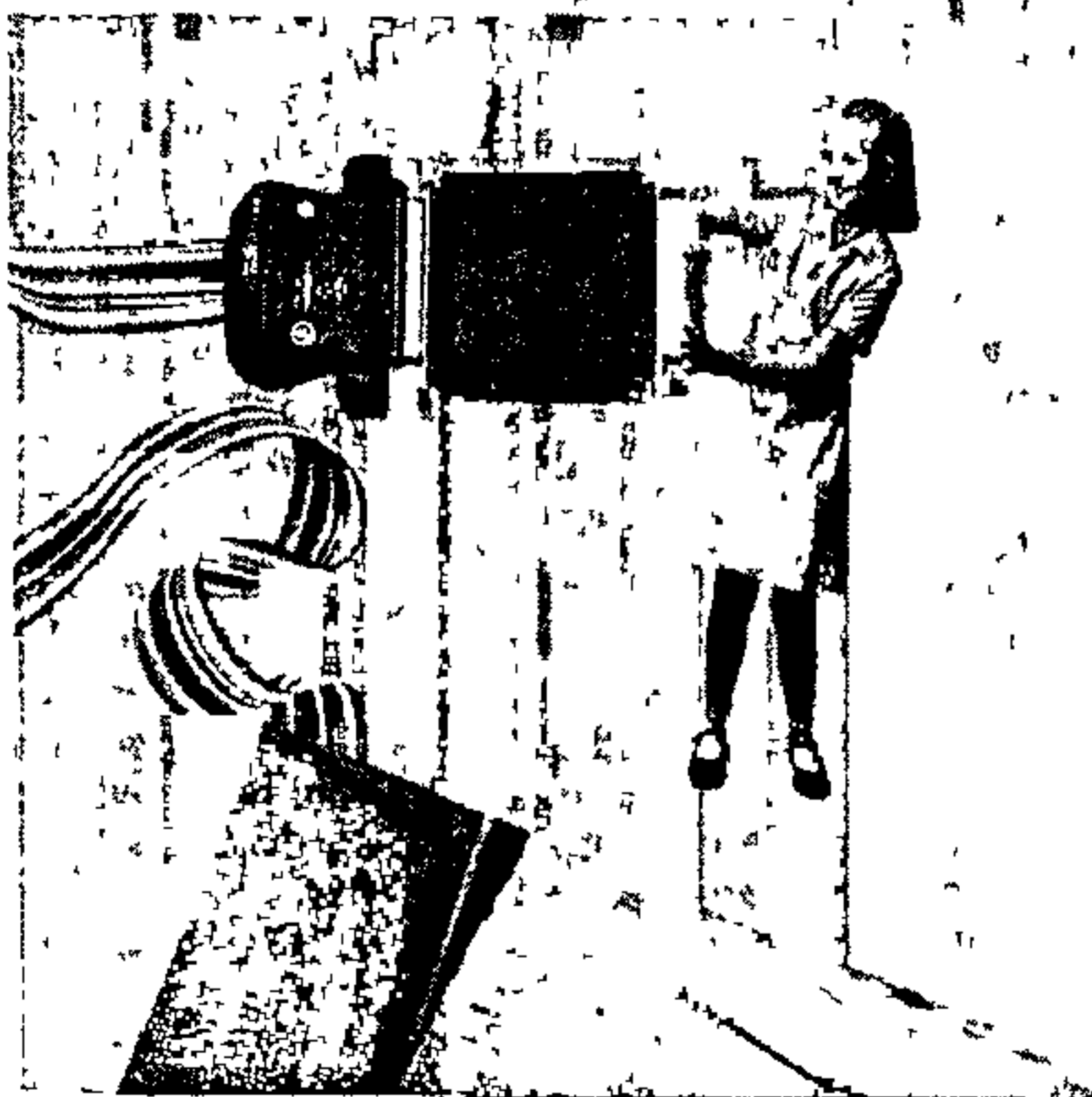
- The quality of education and training is increased.

- Less education and training funds are wasted

- Learners have greater clarity on the standards of each course and the access it provides to other courses.

● See Page 17

# BASED SOLUTIONS ARE FUTURE



Double trouble: Too many unskilled workers, too few skilled

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Star 27/5/91

# SA must check economic imbalances

South Africa is suffering under the weight of a double economic imbalance:

While only one in 10 people entering the job market today will find employment in the formal sector (according to Sanlam's Economic survey for May) SA has an undersupply of skilled workers.

According to the National Manpower Commission (NMC) there are at least four million people in SA without formal employment.

Consultant for the SA Chamber of Business (Sacob), Dr Gad Arlovich, says: "Apart from the thousands that have already been retrenched this year, the picture will look even bleaker by year end as many big firms are planning real capital expenditure on new plants and less on jobs."

He attributes this to the world trend to replace unskilled people with machines.

"During Sacob's survey of confidence levels in the manufacturing sector, many big industrialists expressed the view that people are being replaced by machines — not only be-

cause of the unreliability of the worker but also because of a world technology trend"

So on the one hand, the country has a huge oversupply of unskilled workers, and on the other hand (according to the NMC) the demand for skilled manpower during the last decade has shown a huge increase despite a low economic growth rate — approximately two percent during the period 1980-89.

The NMC calculates that at a projected real economic growth rate of 2,7 percent a year the demand for high-level manpower will increase in the following decade by three to four percent annually or by a cumulative total of between 500 000 and 600 000.

It is for this reason that education and training must play a vital role.

Among the economic proposals put forward by Sanlam are the promotion of higher exports and the small business sector, Government-sponsored labour-intensive development projects and greater emphasis on vocational-ly directed education and training.



Alexandria . . . A city with about 280 000 people — more than half of whom live in shacks with a single outside tap — 47 percent of the employable adult population is without work around the world the figure is far higher

# Technologists are faced with a bleak future

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INFORMATION technologists in the computer industry may face a hazardous future.

Many "whizz kids" of the '70s and '80s are finding themselves on the shelf by the age of 40 because of short-sightedness, lack of personal planning and a fixation on personal benefit factors

Bryan Hattingh Key People MD Bryan Hattingh says such people are joining the ranks of the unemployed every day

He says the industry is now a buyer's market and experiencing a long-overdue maturing process in which companies are questioning their recruitment policies, suppliers, internal management structures and becoming more stringent about who they employ — and why

Communicate Personnel consultant Charlie Viljoen says SA's computer staff

Reports by  
**MELANIE SERGEANT**

are in a difficult situation

"The DP industry has seen a drive towards state-of-the-art technology and increased competitiveness on the international front

"Being on a par with overseas technology has demanded specific skills

This need has become prevalent this year, with a tighter economy and smaller budgets

"Companies are desperate for certain skills which can take months of advertising and recruiting to find

"With smaller budgets they are unable to justify training and often do without until the right person is found"

But it's been found skills required by the market place — such as in fourth and fifth generation languages, Unix and RPG

III/AS 400 — among others, can still command good salaries

She says for skills in areas like Cobol, salary increases have on average been slow

"It's the market demand for a skill that determines the increase in salaries commanded and offered

"However salary increases over the last two years have diminished

"There has been an increase in the last six months, and this is expected to improve in the next six months," she says

Large Scale Systems marketing director Dave Sullivan says although top-class computer professionals are always in demand, there's been a reduction in the need for middle-of-the-road skills

"This trend is evident in the high incidence of re-trenchments in the computer industry"



**BRYAN HATTINGH**

The trend is partly due to consolidation among large users, which achieves savings in software licences and staff

For this reason it's become essential for computer staff to have in-depth knowledge in vertical niche sectors, whether CICS, MVS, networking or Unix

He says another facet of the trend towards high-level skills is the use of packaged software

"Users have become self-sufficient with the availability of powerful development tools and low-level programmers aren't required to the same extent as in the past," he says



# A chance for Third World countries

6/20/91  
 IT'S WIDELY held that the force behind economic growth is increased national productivity

It's also been shown that such productivity increases are affected by investment in, and successful adoption of modern technological methods in all segments of an economy, says Punch Line Columbia Training GM Jacqui Kabatznik

Third World countries have battled for the growth found in developed countries, but she says changes have come with the know-

ledge revolution and the advent of the PC

"Successful use of computer technology and new technological infrastructure can instantly place previously backward countries at the forefront of economic activities

"There are huge installations set up to process paperwork, transactions and other functions of the service based sectors

"Many organisations are moving these processing operations out of metropolitan areas into areas

where labour is less expensive, yet educationally on a par with urban workforces

"This is one area of opportunity for less developed nations

## Allows

"Communications technology allows these operations to take place anywhere in the world

"There is thus no reason why less developed countries can't attract a share of this market," she says

But for Third World

countries to take advantage of the computer revolution, the knowledge and education component of the transfer of technology must take centre stage

"All areas of computer literacy must be emphasised — from rudimentary keyboard skills to applications training and sophisticated programming

"This is a new educational challenge

"The developing nations have a rare opportunity to compete on a level playing field"

## The demand will be for more personnel

JUDGING by prevailing trends, the IT industry, which provides work for about 30 000 people, will create jobs for at least 60 000 by the year 2000.

Pretoria University's department of informatics head Prof Dewald Roode, who is also MD of Pretoria-based information management consultants Inbekon, says this demand could be higher if SA's economic growth in the '90s is higher than in the '80s.

"The influence of IT and the computer implies more than just a greater demand for computer personnel.

"While current demand is highest for experienced people, the economy will continue to need people with a suitable level of computer literacy — but not necessarily any professional skills."

A recent study by the Human Sciences Research Council (HSRC) for the National Training Board focused on this problem and developed strategies to take SA into the 21st century as an IT based economy.

### Consequences

Prof Roode, who acted as chairman of the HSRC working committee, says the strategy being proposed will have far-reaching consequences for training and education in SA.

"We will have to tackle the problems of literacy and computer literacy simultaneously — neither can be left aside to address when the other is solved," he says.

If the HSRC investigation recommendations are accepted, all people at the secondary school level will receive a basic training in computer literacy, preparing them to enter an economy which will have to use IT to stay competitive in the world market.

High technology, especially computer or IT, has often been viewed as counter-productive in an economy where creating jobs is important.

Prof Roode says this view is off the mark.

"Although computerisation may affect the immediate jobs of people where computerisation takes place, the net result of any computerisation is often the creation of more jobs."

# Learned skills must have business value

8/10/91 20/6/91  
MANY organisations have set up open learning centres, walk-in facilities where people can get training

Where the use of technology based training (TBT) is established, organisations see that TBT cuts training costs and they can measure performance

Applied Learning's Norman Auerbach says much has been written on the opportunities and challenges

of the '90s

Trainers must examine their priorities and concentrate on skills which add value in business terms

By using TBT to deliver and measure training the machine delivers the training and captures results on performance gains

"Many organisations find their budgets trimmed

"By using the learning centre to complement and

enhance other training methods, they can provide more mission critical training at a lower unit cost"

He says objective and realistic measures can be built into TBT courseware

"Students' performance gains can be monitored

"Progress through the training can be evaluated and the results measured because each move can be recorded in the computer-managed learning environ-

ment"

In recent years, IT has transformed the way organisations do business.

Information is now seen as a key resource and as the networked organisation becomes a reality, new ways of managing training are emerging

"Organisations well along the learning centre path are networking their workstations, and using a systems-managed approach for their training

"By linking students' performance results into the organisation's information system, training can be tied to many functions of the organisation

"For instance, the individual's skills profile can be updated

"This in turn may update the human resource plan, the succession plan and trigger a report to the line manager to initiate tutoring or counselling"

## Vital to develop proper culture

8/10/91 20/6/91  
ORGANISATIONS which develop a "training culture" are likely to benefit most from their investments in technology

Joffe Johannesburg training manager Liz Horner says the success of a computer training programme depends on the method implemented and support from top management

"Many South African organisations tend to regard training as a luxury.

"When budgets are curtailed, it's the training budget which, along with the advertising budget, is first

to be cut

"This is shortsighted"

Horner says computer training on an ad hoc basis, although better than no training, is also not cost-effective

"It can lead to uneven skills levels in companies, particularly at branch level

"This can be negative for productivity"

She says where computer training has become part of an organisations' culture, the level of computer skills throughout the company is high

"Most people from mid-

dle management up steer away from computer training and among a large proportion of business executives, computer phobia has barely diminished over the years

"Computers are a necessity, but being able to use them to full potential is another"

In Japan, promotion and perks are usually linked to training

Successful completion of training courses is a prerequisite for advancement

"In SA, however, training is often confined to lower-level employees"

# New SAA action programme

Own Correspondent

JOHANNESBURG — SAA has initiated a wide-ranging affirmative action programme to forestall such actions which might be imposed by a future government.

An airline spokesman confirmed at the weekend that more than 1 300 employees had been put through literacy development courses in recent months.

The spokesman said SAA's earlier attempt to follow its own affirma-

A SPECIAL 20% discount will be available on selected SAA domestic flights from Wednesday, the airline announced yesterday.

SAA said the offer would only be available for a limited period with a limited number of seats per flight.

tive action programme had been hindered by the severance of international air links between

SA and the US and Australia. ET 24/6/91

The airline has also begun recruiting and training cabin attendants and technical apprentices of all races.

SAA is currently in the process of restructuring prior to privatisation. This involves making the airline a commercially viable and profit-oriented company free from government subsidies.

In the long term SAA, as a private company, will probably apply for a JSE listing.

# Sitting next to Nelly' reviewed

Task-specific training may keep the production wheels rolling, but it contributes to the alarming skills crisis  
**By PORTIA MAURICE**

**J**ACOB MXENGE works at a plastics factory. His job is to tightly twist the screws on household plugs as they pass him on a conveyor belt. He has been doing this for eight years or so and it is tedious, to say the least. He'd give his right hand to do something a little more stimulating, but he has only a Standard Five qualification and little hope of advancement.

Mxenge's training was task-specific, what is commonly called the "sitting-next-to-Nelly" method in industry. He is among the Congress of South African Trade Union's (Cosatu) 1.5-million unskilled or semi-skilled members who stagnate at points on the production chain, despite the country's huge skills shortage. They provide the impetus for a discussion paper on Human Resource Development up for adoption at the federation's July congress.

"These members keep the wheels of production going in all key sectors of the economy, yet apartheid policies in education, training and industrial relations, together with the short-sighted failure of employers to invest in human resources, have combined to restrict the access of most of our members to skills," says Cosatu. Historically, blacks have been educated to provide only cheap semi-skilled labour. Now, the skills crisis

## Workplace education on the cards

A LITTLE bit of money and a lot more human energy — that's all it takes companies to invest in educating their employees' children.

Cards — Career and Resource Development Strategies — facilitates a programme which breaks from the social responsibility norm of providing educational funding in the form of bursaries, with little human input.

Through a strategy called Tekprep — Technological, Educational, Career Preparation Strategy — they provide businesses with a pack of educational materials, and train voluntary staff to run informal courses with the children. Course content is carefully designed. Cards spokesman Mish Middelmann told *The Weekly Mail*, to help the learners make sense of the world around them. "They're not cram schools," he said. "The children learn a range of skills in an active way — from self-help

has reached such alarming proportions that all the stakeholders — government, capital and labour — are beginning to take training seriously.

The government's recently announced Education Renewal Strategy signals a shift towards technical, career-orientated education, as opposed to academic education. But it is not sufficiently co-ordinated with a Human Sciences Research Council (HSRC) National Training Board investigation into a national training strategy, also recently published.

Yet, says Cosatu human resources co-ordinator Adreenne Bird, the gov-

and research techniques, to Maths and Science, to camping and outdoor exercises."

The educational model was pioneered by Cards director Lente-Louise Louw in the early 1980s. Eskom was the first to implement it, and now about 30 Tekprep groups operate at banks, car manufacturers, electronics companies, mines and railways nationwide.

Middelmann believes workers and employers can benefit from the scheme. Children need to develop critical awareness often neglected by formal education, and people in the private sector have knowledge and skills.

"Today's schoolchildren are tomorrow's employees, customers and suppliers for established business, as well as the potential entrepreneurs urgently needed for the healthy development of the economy," reads the Tekprep information booklet.

Government has cut back funding for training and its trend towards privatisation indicates it may increasingly place sole responsibility on the shoulders of industry and abdicate its responsibilities.

"Many employers want to run the whole show. But they are going to have to learn to negotiate," says Bird. Present training is discriminatory, says Cosatu, even though the 1981 Manpower Training Act officially ended the prohibition on blacks training as artisans. Psychometric tests in English or Afrikaans, developed for white applicants with a background of

compulsory formal schooling, are used for black applicants at the point of management selection, women are systematically denied training opportunities; and, in some cases, there are different educational entry requirements for blacks and whites — on the basis that Bantu Education is inferior.

According to a 1989 HSRC investigation into Skills Training, 81 percent of new apprenticeship contracts entered into in 1987 were for whites, 8,1 percent for coloureds, four percent for Asians; and 6,8 percent for Africans. On average, companies spend about two percent of expenditure on training, while the average allocation in countries with which we compete is five percent.

"Training is viewed by South African managements as a cost to fulfil short-term manpower needs, not as a long-term investment in human resources," says Cosatu. The union says a future national training policy needs to:

- Ensure employment security;
  - Provide continuous opportunities for all workers;
  - Address the special problems of women workers;
  - Be linked to broad skills bands determined at industry level;
  - Provide recognition of prior learning, whether formal or informal, and allow workers to progress to national standards while obtaining workplace skills.
- Bird says Cosatu "will be explaining our overall vision to Saccola (an employers' body), and industry negotiations on these issues are beginning to take place with individual affiliates."

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## Training for businessmen

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CAPE TOWN — Business must get involved in apprenticeship programmes to train black entrepreneurs, says Small Business Development Corp regional GM Wolfgang Thomas

He says that unlike courses, conferences and adult education programmes, apprenticeships that give businessmen hands-on experience is the most effective form of training. *31 Dec 25/6/91*

He says this should be developed by established commerce and industry

"Looking at our present education and training set-up in this country and taking into account the training potential of our vast developed sector, the biggest gap in present facilities may well be the absence or non-use of one-on-one apprenticeship training opportunities."

Thomas adds, however, that apprenticeship training is not well developed in SA and suggests government encourage apprenticeships through tax incentives

# 'Training is an ongoing process'

The German economy's success in productivity and efficiency can largely be ascribed to the enthusiastic implementation of continued training at the workplace, says Burt Boschoff, head of technical training at Haggie Rand.

"German companies place a lot of emphasis on educating and training employees at the workplace and encouraging them to obtain qualifications at work," says Mr Boschoff.

"In South Africa companies spend a tremendous amount of money on 'on the job training' but little on continued training, improving and upgrading skills," he says.

Yet, in a country like South Africa which has education problems and a high rate of illiteracy it is even more important to investigate the benefits

of continued training at the workplace.

"It is the only way we are going to advance in this economy," said Mr Boschoff.

With the expected completion of Haggie's new training centre in Herriodale, at the Jupiter factory, it is the company's objective to implement continued education at the workplace.

"We have found computer based training (CBT) to be very effective in the continuing education programme," said Mr Boschoff.

CBT allows employees to learn by discovery as opposed to being taught or trained. The programmes are written in a learner-controlled mode and are competency based so that a student cannot progress to a

module until the successful completion of the module he is working on.

With CBT a company can also give support to employees furthering their studies at either a technikon or university, by acquiring appropriate educational software.

Haggie Rand has used CBT for many years, teaching production techniques and the theory of certain areas of production. The company employs its own staff to write training programmes.

"CBT allows the company to train staff close to the workplace and with very little supervision," said Mr Boschoff.

"The introduction of new machinery into the production process necessitates this updating of technical skills and we have found CBT particularly effective in the teaching of technical subjects.

"Another advantage of CBT is that it is available almost around the clock."

Mr Boschoff believes that with the necessity of black advancement it is not enough to merely train artisans, companies should provide employees with the opportunity to acquire technical qualifications.

At present Haggi trains about 40 artisans and another 60 apprentices besides the continued education project.

Haggie Rand's training facility is also making quite a name for itself in the Herriodale vicinity. Some smaller companies that do not have training facilities have approached Haggie to have their tradesmen trained at Haggie Rand.



Training "companies spend a tremendous amount of money on 'on the job training' but little on continued training — improving and upgrading skills"

# Louw urges market-related training

A GROWING economy could be a better guarantee for order and peace than a well drawn-up constitution, Manpower Minister Eli Louw said last night.

However, economic growth could be activated and maintained only if training kept pace with market needs, he said at an annual trade test function in Johannesburg.

Reference was often made to the "little dragons of the East" — Korea, Taiwan and Singapore — and what they had achieved, but they had trained people.

The objective of training should always be self-development and achievement.

"It will require a 'national training will' by everybody in this country, whether it be the state, big and small business, communities and individual persons," he said.

The utilisation of the limited training abilities of the country needed to be addressed and a national convention to make such a strategy concrete would be considered as a high priority, Louw said.

B1 Day 28/5/91

Political Staff

The National Manpower Commission had identified a number of professions as critical.

These included engineers, metal and engineering artisans, building artisans, electrical and electronic artisans, engineering technicians and accountants.

Only 2% of all degrees, diplomas and certificates awarded in 1989 were in engineering and engineering technology and only 4% were in science subjects.

"This definitely does not answer the market needs, as indicated in the National Manpower Commission investigation.

"The training of a sufficient number of qualified artisans is disturbing."

The number of artisans who qualified between 1985 and 1989 declined. But although 7 132 people completed artisan training in 1990 — and this was about 2 000 more than in 1989 — this was regarded as insufficient for SA's manpower needs.



Star 28/5/91  
28/5/91

# Informal colleges 'may ease crisis'

(179)

A network of community colleges may well be the missing link in South Africa's inadequate education system, the Education Foundation said yesterday

The foundation, a trust committed to "an affordable and appropriate education system", said in a statement the colleges would be non-formal, community-based, flexible and job-oriented learning centres, which would cater mainly for the millions of South Africans left in the cold by the formal education system

A Durban workshop last week examined the need for and potential of the proposed new tier of education, widely seen as a solution to the problem of the so-called "lost generation", said foundation spokesman Dr Johan van Zijl

Successful pilot projects already existed, and the private sector, educators and many government and non-government organisations were seriously considering their wider introduction, according to the statement

The workshop on the colleges, organised by the foundation, drew a broad-based group of about 160 South Africans — Sapa

### Numsa seeks retraining

■ The National Union of Metalworkers has proposed that 13 000 workers facing retrenchment from the Mossgas project be trained to equip them for other jobs. Negotiations around the Numsa proposal continued this week between the contractors and unions in the mechanical sector of the project. (181)

The retrenchments are due to begin in June, and flow from the imminent completion of the project. Only 970 highly skilled employees will keep their jobs. (181) (335) (179)

Numsa's Bimba Mangqabashana

W. Inman

24/5 -  
29/5/91

(181) (335) (179)  
said the union had proposed a package including training to equip retrenchees for jobs in the same industry; discussions on job creation with the contractors; job preference for local over foreign workers; an end to overtime; and a union pledge to maintain industrial peace "unless workers are provoked".  
"If no resolution has been reached by Thursday, the union will declare a dispute," Mangqabashana said. (181)



No. R. 1237

30 May 1991

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MANPOWER TRAINING ACT, 1981

MOTOR INDUSTRY TRAINING BOARD. AMENDMENT OF CONDITIONS OF APPRENTICESHIP

I, Eli van der Merwe Louw, Minister of Manpower, acting in terms of section 13 of the Manpower Training Act, 1981, hereby—

(a) amend, with effect from the second Monday after the date of publication of this notice, Government Notice No R 1461 of 16 July 1982, as amended by Government Notices Nos. R. 252 of 11 February 1983, R 1696 of 10 August 1984, R 730 of 4 April 1985, R. 1271 of 12 June 1987, R. 2528 of 15 December 1988 and R. 2520 of 17 November 1989, by the substitution for clause 3 of the Conditions of Apprenticeship of the following:

**"3. Wages**

(1) An employer shall remunerate an apprentice weekly at not less than the rates specified below.

(a) in three-year trades

|             | R      |
|-------------|--------|
| First year  | 189,00 |
| Second year | 234,00 |
| Third year  | 288,00 |

(b) in four-year trades

|             |        |
|-------------|--------|
| First year  | 189,00 |
| Second year | 207,00 |
| Third year  | 234,00 |
| Fourth year | 288,00 |

Provided that an apprentice whose period of apprenticeship has been extended in terms of clause 8 (2) (c) shall, with effect from the day following the date of termination of his third or fourth year of apprenticeship, as the case may be, be paid not less than R288,00 per week

(2) If an employer and a prospective major apprentice agree, before entering into a contract of apprenticeship, upon a higher rate of remuneration than that prescribed in this clause then such higher rate shall be incorporated in the contract and shall be paid to the apprentice.

(3) An employer shall increase the remuneration prescribed in subclause (1) in respect of every apprentice who possesses or obtains any of the educational qualifications scheduled below, or equivalents, by an amount not less than that indicated in the following Schedule.

The amounts so payable shall not be cumulative but shall be payable in respect of only one, i.e. the highest, certificate or diploma obtained. Any amount to which an apprentice is entitled in terms of this subclause shall, if the certificate or diploma is obtained during his apprenticeship, be payable as from the date of issue thereof: Provided that no employer shall be required to increase the wage of an apprentice in terms of this

No. R. 1237

30 Mei 1991

WET OP MANNEKRAGOPLEIDING, 1981

MOTORNWERHEID-OPLEIDINGSRAAD: WYSIGING VAN LEERVOORWAARDES

Ek, Eli van der Merwe Louw, 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 1461 van 16 Julie 1982, soos gewysig by Goewermentskennisgewings Nos. R 252 van 11 Februarie 1983, R 1696 van 10 Augustus 1984, R. 730 van 4 April 1985, R. 1271 van 12 Junie 1987, R. 2528 van 15 Desember 1988 en R 2520 van 17 November 1989, deur klousule 3 van die Leervoordes deur die volgende te vervang:

**"3. Lone**

(1) 'n Werkgewer moet 'n vakleerling weekliks besoldig teen minstens die skale hieronder uiteengesit:

(a) in driejaarambakte

|            | R      |
|------------|--------|
| Eerstejaar | 189,00 |
| Tweedejaar | 234,00 |
| Derdejaar  | 288,00 |

(b) in vierjaarambakte

|            |        |
|------------|--------|
| Eerstejaar | 189,00 |
| Tweedejaar | 207,00 |
| Derdejaar  | 234,00 |
| Vierdejaar | 288,00 |

Met dien verstande dat 'n vakleerling wie se leertyd ingevolge klousule 8 (2) (c) verleng is, met ingang van die dag na die datum waarop die derde of vierde jaar van sy leertyd, na gelang van die geval, verstryk het, minstens R288,00 per week betaal moet word.

(2) Indien 'n werkgewer met 'n voornemende meerderjarige vakleerling, voordat hulle 'n kontrak aangaan, ooreenkoms dat 'n loon teen 'n hoer skaal betaal word as die loon wat by hierdie klousule voorgeskryf word, moet sodanige hoer loon in die kontrak gemeld en aan die vakleerling betaal word.

(3) 'n Werkgewer moet die besoldiging voorgeskryf by subklousule (1), ten opsigte van elke vakleerling wat enige van die opvoedkundige kwalifikasies in die Bylae hieronder vermeld, of gelykwaardige kwalifikasies, besit of verwerf, verhoog met minstens die bedrag in die Bylae hieronder aangegee.

Die bedrae aldus betaalbaar, is nie kumulatief nie maar is betaalbaar ten opsigte van slegs een, te wete die hoogste, sertifikaat of diploma wat verwerf is. Enige bedrag waarop 'n vakleerling ingevolge hierdie subklousule geregtig is, moet, indien die sertifikaat of diploma gedurende sy leertyd verwerf word, betaal word vanaf die datum van uitreiking daarvan. Met dien verstande dat daar van geen werkgewer vereis word nie om 'n vakleerling se loon ingevolge hierdie subklousule, plus die loon by subklousule (1) voorgeskryf, te verhoog tot 'n bedrag hoer as die loon wat aan 'n

179 subclause, plus the wage prescribed in subclause (1), to an amount in excess of the wage payable to a journeyman in terms of an industrial council agreement for the Motor Industry applicable to the relative trade and area. Provided further that nothing in this subclause shall operate to reduce the amount which an employer was required to pay an apprentice in respect of educational qualifications prior to the date of coming into operation of the Conditions of Apprenticeship.

**SCHEDULE**

| Educational qualifications obtained prior to or during apprenticeship  | Per week |
|--|----------|
| <b>Group I</b><br>(i) National Technical Certificate, Part I (N1), with the relevant trade theory<br>(ii) Standard 9 Certificate (non-technical field of study) with Mathematics<br>(iii) Standard 10, Senior or Matriculation Certificate (non-technical field of study) without Mathematics<br>(iv) A pass in the relevant trade theory at National Technical Certificate, Part II (N2), level   | R11,50   |
| <b>Group II</b><br>(i) Standard 10, Senior or Matriculation Certificate (non-technical field of study) with Mathematics<br>(ii) Standard 8 Certificate (technical field of study) with Workshop Practice   | R14,50   |
| <b>Group III</b><br>(i) Standard 9 Certificate (technical field of study) without Workshop Practice<br>(ii) National Technical Certificate, Part II (N2), with the relevant trade theory<br>(ii) National Technical Certificate, Part III (N3), without the relevant trade theory  | R17,00   |
| <b>Group IV</b><br>(i) Standard 9 Certificate (technical field of study) with Workshop Practice<br>(ii) Standard 10, Senior or Matriculation Certificate (technical field of study) without Workshop Practice<br>(iii) Matriculation Certificate with university concession, with Natural Sciences (Physics and Chemistry) or Mathematics<br>(iv) National Technical Certificate, Part III (N3), with the relevant trade theory at N2 level<br>(v) Four subjects at T1 level | R20,00   |
| <b>Group V</b><br>(i) Standard 10, Senior or Matriculation Certificate (technical field of study) with Workshop Practice<br>(ii) National Technical Certificate, Part IV (N4)<br>(iii) Four subjects at T2 level   | R22,00   |
| <b>Group VI</b><br>(i) National Technical Certificate, Part V (N5)<br>(ii) Four subjects on T3 level   | R25,00   |
| <b>Group VII</b><br>(i) National Diploma (in Engineering)<br>(ii) National Technical Certificate, Part VI (N6)<br>(iii) National Certificate for Technicians   | R28,00   |
| <b>Group VIII</b><br>(i) National Diploma for Technicians<br>(ii) National Higher Diploma (in Engineering)<br>(iii) National Technical Diploma<br>(iv) National Higher Certificate for Technicians   | R30,00   |

(b) determine that the Conditions of Apprenticeship set out in paragraph (a) above shall, with effect from the second Monday after the date of publication of this notice, also apply to apprentices who are employed in any trade which is or was a designated trade in the Industry and area for which the Committee was established."

**E. VAN DER M. LOUW,**  
Minister of Manpower

vakman betaalbaar is ingevolge 'n nywerheidsraafooreenkoms vir die Motornywerheid wat op die betrokke ambag en gebied van toepassing is: Met dien verstande voorts dat niks in hierdie subklousule vervat, die uitwerking mag hê dat die bedrag wat 'n werkgewer voor die datum van inwerkingtreding van hierdie Leervoordes aan 'n vakleerling ten opsigte van opvoedkundige kwalifikasies moes betaal, verlaag word nie.

**BYLAE**

| Opvoedkundige kwalifikasies verwerf voor of gedurende vakleerlingskap  | Per week |
|--|----------|
| <b>Groep I</b><br>(i) Nasionale Tegnieese Sertifikaat, Deel I (N1), met die betrokke ambagsteone<br>(ii) Standerd 9-sertifikaat (nie-tegniese studierigting) met Wiskunde<br>(iii) Standerd 10-, Senior- of Matrikulasiesertifikaat (nie-tegniese studierigting) sonder Wiskunde<br>(iv) Geslaag in die betrokke ambagsteorie op die peil van die Nasionale Tegnieese Sertifikaat, Deel II (N2)  | R11,50   |
| <b>Groep II</b><br>(i) Standerd 10-, Senior- of Matrikulasiesertifikaat (nie-tegniese studierigting) met Wiskunde<br>(ii) Standerd 8-sertifikaat (tegniese studierigting) met Werkwinkelpraktyk  | R14,50   |
| <b>Groep III</b><br>(i) Standerd 9-sertifikaat (tegniese studierigting) sonder Werkwinkelpraktyk<br>(ii) Nasionale Tegnieese Sertifikaat, Deel II (N2), met die betrokke ambagsteone<br>(iii) Nasionale Tegnieese Sertifikaat, Deel III (N3) sonder die betrokke ambagsteone   | R17,00   |
| <b>Groep IV</b><br>(i) Standerd 9-sertifikaat (tegniese studierigting) met Werkwinkelpraktyk<br>(ii) Standerd 10-, Senior- of Matrikulasiesertifikaat (tegniese studierigting) sonder Werkwinkelpraktyk<br>(iii) Matrikulasiesertifikaat, met universiteits-toelating, met Natuurwetenskappe (Natuur- en Skeikunde) of Wiskunde<br>(iv) Nasionale Tegnieese Sertifikaat, Deel III (N3), met die betrokke ambagsteone op N2-peil<br>(v) Vier vakke op T1-peil | R20,00   |
| <b>Groep V</b><br>(i) Standerd 10-, Senior- of Matrikulasiesertifikaat (tegniese studierigting) met Werkwinkelpraktyk<br>(ii) Nasionale Tegnieese Sertifikaat, Deel IV (N4)<br>(iii) Vier vakke op T2-peil   | R22,00   |
| <b>Groep VI</b><br>(i) Nasionale Tegnieese Sertifikaat, Deel V (N5)<br>(ii) Vier vakke op T3-peil  | R25,00   |
| <b>Groep VII</b><br>(i) Nasionale Diploma (in Ingenieurswese)<br>(ii) Nasionale Tegnieese Sertifikaat, Deel VI (N6)<br>(iii) Nasionale Sertifikaat vir Tegnici   | R28,00   |
| <b>Groep VIII</b><br>(i) Nasionale Diploma vir Tegnici<br>(ii) Nasionale Hoër Diploma (in Ingenieurswese)<br>(iii) Nasionale Tegnieese Diploma<br>(iv) Nasionale Hoër Sertifikaat vir Tegnici  | R30,00   |

(b) bepaal hierby dat die Leervoordes in paragraaf (a) hierbo uiteengesit, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing ook van toepassing is op vakleerlinge wat in diens is in enige ambag wat 'n aangewese ambag is of was in die Nywerheid en gebied waarvoor die Komitee ingestel is."

**E. VAN DER M. LOUW,**  
Minister van Mannekrag.

No. R. 1242

30 May 1991

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## LABOUR RELATIONS ACT, 1956

## IRON, STEEL, ENGINEERING AND METALLURGICAL INDUSTRY: DEDUCTION OF TRADE UNION SUBSCRIPTIONS AGREEMENT

I, Eli van der Merwe Louw, 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 second Monday after the date of publication of this notice and for the period ending 31 December 1992, upon the employers' organisations and the trade unions which entered into the said 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 said Agreement, excluding those contained in clauses 1 (1) (b) and 2, shall be binding, with effect from the second Monday after the date of publication of this notice and for the period ending 31 December 1992, 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 said Agreement.

**E. VAN DER M. LOUW,**  
Minister of Manpower.

## SCHEDULE

## NATIONAL INDUSTRIAL COUNCIL FOR THE IRON, STEEL, ENGINEERING AND METALLURGICAL INDUSTRY

## DEDUCTION OF TRADE UNION SUBSCRIPTIONS AGREEMENT

in accordance with the provisions of the Labour Relations Act, 1956, made and entered into by and between the

Association of Electric Cable Manufacturers of South Africa  
Automotive Parts Production Engineers' Association  
Border Engineering Industries Association  
Bright Bar Association  
Cape Engineers' and Founders' Association  
Constructional Engineering Association (South Africa)  
Covered Conductor Manufacturers' Association  
Domestic Appliance Manufacturers' Association of South Africa  
Electrical Engineering and Allied Industries Association  
Electronics and Telecommunications Industries Association  
Engineers' and Founders' Association (Transvaal, Orange Free State and Northern Cape)  
Ferro Alloy Producers' Association  
Fire Protection Industries Association of South Africa

No. R. 1242

30 Mei 1991

## WET OP ARBEIDSVERHOUDINGE, 1956

## YSTER-, STAAL-, INGENIEURS- EN METALLURGIËSE NYWERHEID: AFTREKKING VAN VAKVERENIGINGLEDEGELDOORENKOMS

Ek, Eli van der Merwe Louw, 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 hierdie kennisgewing vermeld, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 31 Desember 1992 eindig, bindend is vir die werkgewersorganisasies en die vakverenigings wat genoemde 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 genoemde Ooreenkoms, uitgesonderd dié vervat in klousules 1 (1) (b) en 2, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 31 Desember 1992 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 genoemde Ooreenkoms gespesifiseer.

**E. VAN DER M. LOUW,**  
Minister van Mannekrag.

## BYLAE

## NASIONALE NYWERHEIDSRAAD VIR DIE YSTER-, STAAL-, INGENIEURS- EN METALLURGIËSE NYWERHEID

## AFTREKKING VAN VAKVERENIGINGLEDEGELDOORENKOMS

ooreenkomstig die Wet op Arbeidsverhoudinge, 1956, gesluit deur en aangegaan tussen die

Association of Electric Cable Manufacturers of South Africa  
Automotive Parts Production Engineers' Association  
Border Engineering Industries Association  
Bright Bar Association  
Cape Engineers' and Founders' Association  
Constructional Engineering Association (South Africa)  
Covered Conductor Manufacturers' Association  
Domestic Appliance Manufacturers' Association of South Africa  
Electrical Engineering and Allied Industries Association  
Electronics and Telecommunications Industries Association  
Engineers' and Founders' Association (Transvaal, Orange Free State and Northern Cape)  
Ferro Alloy Producers' Association  
Fire Protection Industries Association of South Africa

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Gate and Fence Association  
 Hand Tool Manufacturers' Association  
 Heavy Engineering Manufacturers' Association  
 Iron and Steel Producers' Association of South Africa  
 Lift Engineering Association of South Africa  
 Light Engineering Industries Association of South Africa  
 Materials Handling Association  
 Natal Engineering Industries Association  
 Non-Ferrous Metal Industries Association of South Africa  
 Plastics Manufacturers' Association of South Africa  
 Plumbers and Engineers Brassware Manufacturers' Association  
 Port Elizabeth Engineers' Association  
 Precision Manufacturing Engineers' Association  
 Pressure Vessel Manufacturers' Association of South Africa  
 Radio, Appliance and Television Association of South Africa  
 Refrigeration and Air Conditioning Manufacturers' and Suppliers' Association  
 Sheetmetal Industries Association of South Africa  
 S.A. Agricultural Machinery Association  
 S.A. Association of Shipbuilders and Repairers  
 S.A. Electro-Plating Industries Association  
 S.A. Fasteners Manufacturers' Association  
 S.A. Foundry Association  
 S.A. Industrial Refrigeration and Air Conditioning Contractors' Association  
 S.A. Machine Tool Manufacturers' Association  
 S.A. Pump Manufacturers' Association  
 S.A. Radio and Television Manufacturers' Association  
 S.A. Reinforced Concrete Engineers' Association  
 S.A. Tube Makers' Association  
 S.A. Valve and Actuator Manufacturers' Association  
 S.A. Wire and Wire Rope Manufacturers' Association

(hereinafter referred to as the "employers" or the "employers' organisations"), of the one part, and the

Amalgamated Engineering Union of South Africa  
 Amalgamated Society of Woodworkers of South Africa  
 Engineering Industrial and Mining Workers' Union of South Africa  
 Iron Moulders' Society of South Africa  
 Metal and Electrical Workers' Union of S.A.  
 Mine Workers' Union  
 National Union of Metalworkers of S.A.  
 Radio, Television, Electronics and Allied Workers' Union  
 S.A. Boilermakers' Iron and Steel Workers', Shipbuilders' and Welders' Society  
 S.A. Electrical Workers' Association  
 S.A. Yster-, Staal- en Verwante Nywerhede-Unie  
 Steel, Engineering and Allied Workers' Union of S.A.

(hereinafter referred to as the "employees" or the "trade unions") of the other part,

being the parties to the National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry

Gate and Fence Association  
 Hand Tool Manufacturers' Association  
 Heavy Engineering Manufacturers' Association  
 Iron and Steel Producers' Association of South Africa  
 Lift Engineering Association of South Africa  
 Light Engineering Industries Association of South Africa  
 Materials Handling Association  
 Natal Engineering Industries Association  
 Non-Ferrous Metal Industries Association of South Africa  
 Plastics Manufacturers' Association of South Africa  
 Plumbers and Engineers Brassware Manufacturers' Association  
 Port Elizabeth Engineers' Association  
 Precision Manufacturing Engineers' Association  
 Pressure Vessel Manufacturers' Association of South Africa  
 Radio, Appliance and Television Association of South Africa  
 Refrigeration and Air Conditioning Manufacturers' and Suppliers' Association  
 Sheetmetal Industries Association of South Africa  
 S.A. Agricultural Machinery Association  
 S.A. Association of Shipbuilders and Repairers  
 S.A. Electro-Plating Industries Association  
 S.A. Fasteners Manufacturers' Association  
 S.A. Foundry Association  
 S.A. Industrial Refrigeration and Air Conditioning Contractors' Association  
 S.A. Machine Tool Manufacturers' Association  
 S.A. Pump Manufacturers' Association  
 S.A. Radio and Television Manufacturers' Association  
 S.A. Reinforced Concrete Engineers' Association  
 S.A. Tube Makers' Association  
 S.A. Valve and Actuator Manufacturers' Association  
 S.A. Wire and Wire Rope Manufacturers' Association

(hierna die "werkgewers" of die "werkgewersorganisasies" genoem), aan die een kant, en die

Amalgamated Engineering Union of South Africa  
 Amalgamated Society of Woodworkers of South Africa  
 Engineering Industrial and Mining Workers' Union of South Africa  
 Iron Moulders' Society of South Africa  
 Metal and Electrical Workers' Union of S.A.  
 Mine Workers' Union  
 National Union of Metalworkers of S.A.  
 Radio, Television, Electronics and Allied Workers' Union  
 S.A. Boilermakers' Iron and Steel Workers', Shipbuilders' and Welders' Society  
 S.A. Electrical Workers' Association  
 S.A. Yster-, Staal- en Verwante Nywerhede-Unie  
 Steel, Engineering and Allied Workers' Union of S.A.

(hierna die "werknemers" of die "vakverenigings" genoem), aan die ander kant,

wat die partye is by die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid

**PART I****GENERAL****1 SCOPE OF APPLICATION OF AGREEMENT**

(1) The terms of this Agreement shall be observed—

(a) throughout the Republic of South Africa, and

(b) by all the employers and employees in the Iron, Steel, Engineering and Metallurgical Industries who are members of the employers' organisations and the trade unions respectively

(2) Notwithstanding the provisions of subsection (1), the terms of this Agreement shall not apply to—

(a) the manufacture, for sale, of standard high-speed cutting tools made from high-speed steel by means of plant and/or equipment and/or method specifically adapted and/or designed for production by repetitive processes, in the Magisterial District of Johannesburg, Boksburg, Vereeniging and Pietermaritzburg,

(b) the installation, maintenance and repair of electrical equipment referred to in paragraph (b) of the definition "Electrical Engineering Industry" in section 3 of Part I of the Agreement published under Government Notice No R 1329 of 27 June 1980, in the Provinces of the Cape of Good Hope and the Orange Free State,

(c) assembling, servicing, installation, maintenance and/or repair of appliances, equipment, machines, devices and apparatus, whether utilising manual, photographic, mechanical, electrical, electrostatic or electronic principles, or any combination of such principles, that are primarily intended for use in accounting and/or business and/or calculating and/or office and/or educational procedures,

(d) the Venetian Blind and Allied Products Manufacturing Industry in the Province of the Transvaal,

(e) the installation and/or repair of burglar and/or other similar alarm systems in the Provinces of the Cape of Good Hope and the Orange Free State,

(f) the Locksmithing Trade in the Magisterial Districts of Benoni, Boksburg, Durban, Germiston, Johannesburg, Krugersdorp, Lower Umfolozi, Pinetown, Port Elizabeth, Pretoria, Randburg, Roodepoort, Springs and The Cape,

(g) the production, for sale, of welding electrodes by means of plant and/or equipment and/or methods specifically adapted and/or designed for production by repetitive processes, in the Magisterial Districts of Brits, Germiston, Kempton Park and Pretoria,

(h) the installation and/or repair and/or servicing of radios and/or refrigerators and/or domestic electrical appliances in the Provinces of the Cape of Good Hope and the Orange Free State,

(i) (i) the manufacture by mass production methods from sheetmetal of a gauge not heavier than 2,108 mm of—

(aa) commercial, plain or lithographed containers for packaging of general merchandise, but excluding the manufacture of such containers by any person for the packaging of his own products,

(ab) bottle, jar and other container closures,

(ac) plain or lithographed metal toys,

(ad) plain or lithographed display tablets,

(ii) the manufacture of plain or lithographed rigid and/or collapsible tubes from non-ferrous metal slugs For the purposes of this subparagraph, "rigid tube" shall mean a container,

**DEEL I****ALGEMEEN****1 TOEPASSINGSBESTEK VAN OOREENKOMS**

(1) Hierdie Ooreenkoms moet nagekom word—

(a) oral in die Republiek van Suid-Afrika, en

(b) deur alle werkgewers en werknemers in die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerhede wat lede is van onderskeidelik die werkgewersorganisasies en die vakverenigings

(2) Ondanks subklousule (1), is hierdie Ooreenkoms nie van toepassing nie op—

(a) die vervaardiging, vir verkoop, van standaard-snygereedskap gemaak van sneldraaistaal deur middel van masjinerie en/of uitrusting en/of metodes wat spesiaal aangepas en/of ontwerp is vir produksie deur herhalingsprosesse, in die landdrostdistrikte Johannesburg, Boksburg, Vereeniging en Pietermaritzburg,

(b) die installering, onderhoud en herstel van elektriese uitrusting soos bedoel in paragraaf (b) van die omskrywing "Elektrotegniese Ingenieursnywerheid" in klousule 3 van Deel I van die Ooreenkoms gepubliseer by Goewermentskennisgewing No R 1329 van 27 Junie 1980, in die provinsies die Kaap die Goeie Hoop en die Oranje-Vrystaat,

(c) die monteer, versiening, installering, onderhoud en/of herstel van toestelle, uitrusting, masjiene, werktuie en apparaat, hetsy dit van hand-, fotografiese, meganiese, elektriese elektrostatiese of elektroniese beginsels of 'n kombinasie van sodanige beginsels gebruik maak, wat in die eerste plek bedoel is vir gebruik by rekeningkunde- en/of sake- en/of berekenings- en/of kantoor- en/of opvoedkundige prosedures,

(d) die Vervaardigingsnywerheid vir Hortjiesblindes en Verwante Produkte in die provinsie Transvaal,

(e) die installering en/of herstel van dief- en/of ander soortgelyke alarmstelsels in die provinsies die Kaap die Goeie Hoop en die Oranje-Vrystaat,

(f) die Slotmakerybedryf in die landdrostdistrikte Benoni, Boksburg, Die Kaap, Durban, Germiston, Johannesburg, Krugersdorp, Lower Umfolozi, Pinetown, Port Elizabeth, Pretoria, Randburg, Roodepoort en Springs,

(g) die produksie, vir verkoop, van sweiselektrodes deur middel van masjinerie en/of uitrusting en/of metodes wat spesiaal aangepas en/of ontwerp is vir produksie deur herhalingsprosesse, in die landdrostdistrikte Brits, Germiston, Kempton Park en Pretoria,

(h) die installering en/of herstel en/of versiening van radio's en/of koelkaste en/of huishoudelike elektriese toestelle in die provinsies die Kaap die Goeie Hoop en die Oranje-Vrystaat,

(i) (i) die vervaardiging deur middel van massaproduksiemetodes uit plaatmetaal met 'n dikte van hoogstens 2,108 mm van—

(aa) kommersiële, gewone of gelitografeerde houers vir die verpakking van algemene handelsware, maar nie die vervaardiging van sodanige houers deur iemand vir die verpakking van sy eie produkte nie,

(ab) deksels vir bottels, fesse en ander houers,

(ac) gewone of gelitografeerde metaalspeelgoed,

(ad) gewone of gelitografeerde vertoontablette,

(ii) die vervaardiging van gewone of gelitografeerde vaste en/of voubare buise uit nie-ysterhoudende metaalklompe Vir die toepassing van hierdie subparagraaf beteken "vaste buis" 'n houër,

(161) [for the purposes of subparagraphs (i) and (ii), a "container" shall mean a plain or lithographed article designed for the packaging, for transport or sale, of products and capable of being closed by means of a lid or cap or any other type of closure],

(j) the manufacture from tinplate of a gauge not exceeding 0,416 mm of trunks and other containers designed to hold personal effects, sporting kits, tools and documents, and other lines manufactured principally from such tinplate

(3) Notwithstanding the provisions of subsection (1), the terms of this Agreement shall apply to—

(a) apprentices only in so far as they are not inconsistent with the provisions of the Manpower Training Act, 1981, or any contract entered into or any conditions fixed thereunder, and

(b) trainees under training in terms of section 30 of the Manpower Training Act, 1981, only in so far as they are not inconsistent with the provisions of that Act or any conditions fixed thereunder

## 2. PERIOD OF OPERATION OF THE AGREEMENT

This Agreement shall come into operation on such date as may be fixed by the Minister of Manpower in terms of section 48 of the Labour Relations Act, 1956, and shall remain in force for a period of five years or for such period as the Minister may determine.

## 3. DEFINITIONS

Any expression used in this Agreement which is defined in the Act shall have the same meaning as in that Act. Any reference to an Act shall include any amendment to such Act, and unless the contrary intention appears, words importing the masculine gender shall include females, further, unless inconsistent with the context—

"Act" means Labour Relations Act, 1956;

"apprentice" means an employee serving under a written contract of apprenticeship recognised by the Council, or a contract of apprenticeship registered under the Manpower Training Act, 1981,

"Council" means the National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry,

"employee", subject to section 1 (3) of the Act, means any person employed or engaged in the Iron, Steel, Engineering and Metallurgical Industries whose wages are scheduled in the Agreements listed in (a) and (b) below, and shall include apprentices, trainees and watchmen, irrespective of their wage rates, and persons engaged in operative processes whose wage rates may not be scheduled in the Agreements listed in (a) and (b) below, and "employed" and "employment" shall have corresponding meanings

(a) Main Agreement published under Government Notice No. R 1329 of 27 June 1980, including any succeeding Main Agreement,

(b) ISPA Sub-Group Agreement published under Government Notice No. R 1319 of 2 August 1974, including any succeeding ISPA Sub-Group Agreement,

"establishment" means any premises wherein or whereon the Industries, or part thereof, as herein defined, are carried on, subject to any Demarcation Determinations made in terms of section 76 of the Labour Relations Act, 1956, as obtainable from the Council or the Department of Manpower on Application

"Iron, Steel, Engineering and Metallurgical Industries" means

(a) The production of iron and/or steel in the Province of the Transvaal and the Magisterial Districts of Newcastle, Durban, Camperdown and Kuls River,

[Vir die toepassing van subparagrafe (i) en (ii) beteken 'n "houer" 'n gewone of gelitografeerde artikel wat ontwerp is vir die verpakking van produkte wat vervoer of verkoop moet word en wat met 'n deksel of doppie of ander soort prop toegemaak kan word.];

(j) die vervaardiging uit tinplaat met 'n dikte van hoogstens 0,416 mm van koffers en ander houers wat ontwerp is om persoonlike besittings, sportuitrusting, gereedskap en dokumente te bevat, en van ander ware wat hoofsaaklik uit sodanige tinplaat vervaardig is.

(3) Ondanks subklousule (1) is hierdie Ooreenkoms van toepassing op—

(a) vakleerlinge slegs vir sover dit nie onbestaanbaar is met die Wet op Mannekrageopleiding, 1981, of met 'n kontrak daarkragtens aangegaan of voorwaardes daarkragtens vasgestel nie; en

(b) kwekelinge wat opgelei word kragtens artikel 30 van die Wet op Mannekrageopleiding, 1981, slegs vir sover dit nie onbestaanbaar is met daardie Wet of met voorwaardes daarkragtens vasgestel nie

## 2. GELDIGHEIDSDUUR VAN OOREENKOMS

Hierdie Ooreenkoms tree in werking op 'n datum wat die Minister van Mannekrag kragtens artikel 48 van die Wet op Arbeidsverhoudinge, 1956, vasstel en bly van krag vir 'n tydperk van vyf jaar of vir dié tydperk wat die Minister bepaal

## 3. WOORDOMSKRYWING

Alle uitdrukkings wat in hierdie Ooreenkoms gebesig en in die Wet omskryf word, het dieselfde betekenis as in daardie Wet. Waar daar van 'n Wet melding gemaak word, omvat dit alle wysigings van sodanige Wet, en tensy die teenoorgestelde bedoeling blyk, sluit woorde wat die manlike geslag aandui ook vroue in, voorts, tensy dit onbestaanbaar met die samehang is, beteken—

"Wet" die Wet op Arbeidsverhoudinge, 1956,

"vakleerling" 'n werknemer in diens ooreenkomstig 'n skriftelike leerkontrak wat deur die Raad erken word of 'n leerkontrak geregistreer ingevolge die Wet op Mannekrageopleiding, 1981;

"Raad" die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid;

"werknemer" behoudens artikel 1 (3) van die Wet, iemand in diens in of betrokke by die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerhede, vir wie lone gelys word in die Ooreenkomste wat in (a) en (b) hieronder genoem word en sluit dit in vakleerlinge, kwekelinge en wachte, ongeag hul loon-skale, en persone wat operatiewe prosesse verrig wie se lone moontlik nie gelys is in die Ooreenkomste in (a) en (b) hieronder genoem nie, en het "in diens" en "diens" ooreenstemmende betekenis

(a) Hoofooreenkoms, gepubliseer by Goewermentskennisgewing No R 1329 van 27 Junie 1980, insluitende alle daaropvolgende Hoofooreenkomste,

(b) ISPA-subgroeпоoreenkoms gepubliseer by Goewermentskennisgewing No R 1319 van 2 Augustus 1974, insluitende alle daaropvolgende ISPA-subgroeпоoreenkomste,

"bedryfsinngting" 'n perseel waarin of waarop die Nywerhede, of gedeeltes daarvan, soos hiern omskryf, uitgeoefen word, onderworpe aan die Afbakeningsvasstellings gemaak kragtens artikel 76 van die Wet op Arbeidsverhoudinge, 1956, soos op aansoek verkrygbaar van die Raad of die Departement van Mannekrag

"Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerhede beteken

(a) die produksie van yster en/of staal in die provinsie Transvaal en die landdrostdistrikte Newcastle, Durban, Camperdown en Kulsrivier,



(b) the production of alloys and/or the processing and/or recovery and/or refining of metals (other than precious metals) and/or alloys from dross and/or scrap and/or residues in the Republic of South Africa;

(c) the General Engineering and Manufacturing Engineering and Metallurgical Industries in the Republic of South Africa,

(d) the building and/or alteration and/or repair of boats and/or ships, including the scraping, chipping or scaling and/or painting of their hulls, and general woodwork undertaken in connection with ship repairs in the Republic of South Africa;

(e) the Electrical Engineering Industry as hereinafter defined;

(f) the Lift and Escalator Industry in the Republic of South Africa,

(g) the Plastics Industry in the Republic of South Africa  
For the purposes of the above—

(a) "General Engineering and Manufacturing Engineering and Metallurgical Industries" means the Industries concerned with the maintenance, fabrication, erection or assembly, construction, alteration, replacement or repair of any machine, vehicle (other than a motor vehicle) or article consisting mainly of metal (other than a precious metal) or parts or components thereof and structural metal work, including steel reinforcement work, and the manufacture of metal goods principally from such iron and/or steel and/or other metals (other than precious metals) and/or alloys and the finishing of metal goods, but does not include the Motor Industry,

"precious metals" means the precious metals, gold, silver, platinum and/or palladium and/or any alloy containing the said precious metals or any of these in such proportion with any other metals as to be the greater part in value of such alloy,

(b) "Electrical Engineering Industry" means—

(i) the manufacture and/or assembly from component parts of electrical equipment in the Republic of South Africa, namely, generators, motors, convertors, switch and control gear (including relays, contractors, electrical instruments and equipment associated therewith), electrical lighting, 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 shall further include the manufacture of component parts of the aforementioned equipment,

(ii) the installation, maintenance and repair of the equipment referred to in (i) above in the Province of the Transvaal but does not include the Electrical Contracting Industry,

(c) "Electrical Contracting Industry" means the design, preparation (other than manufacture for sale) and erection of electrical installations forming an integral and permanent part of buildings and the repair and/or maintenance of such installations, including any cable jointing and electrical wiring associated therewith,

(d) "Lift and Escalator Industry" means the manufacture and/or assembly and/or installation and/or repair of electrical lifts and escalators,

(e) "Plastics Industry" means the manufacture of articles or parts of articles wholly or mainly from plastics, but does not include the manufacture of the following articles made from plastic sheeting material, namely wearing apparel, bags and handbags boots shoes, overshoes, upholstery coverings and plastic venetian blinds,

(b) die produksie van legerings en/of die verwerking en/of herwinning en/of raffinerings van metale (uitgesonderd edelmetale) en/of legerings uit metaalskuim en/of afval en/of residu's in die Republiek van Suid-Afrika,

(c) algemene Ingenieurswerk en Ingenieursvervaardigings- en Metallurgiese Nywerhede in die Republiek van Suid-Afrika,

(d) die bou en/of verandering en/of herstel van bote en/of skepe, met inbegrip van die afskraap, bik of afklop en/of verf van die rompe, en algemene houtwerk wat in verband met skeepsherstelwerk onderneem word in die Republiek van Suid-Afrika,

(e) die Elektrotegniese Ingenieursnywerheid soos hiern omskryf,

(f) die Hys- en Roltrapnywerheid in die Republiek van Suid-Afrika,

(g) die Plastieknywerheid in die Republiek van Suid-Afrika  
Vir die doeleindes van bostaande beteken—

(a) "Algemene Ingenieurswerk en Ingenieursvervaardigings- en Metallurgiese Nywerhede" die nywerhede wat te doen het met die onderhoud, vervaardiging, opngting of montering, bou, verandering, vervanging of herstel van enige masjien, voertuig (uitgesonderd 'n motorvoertuig) of artikel wat hoofsaaklik uit metaal bestaan (uitgesonderd edelmetaal) of dele of samestellende dele daarvan en boumetaalwerk, met inbegrip van staalwapeningswerk, en die vervaardiging van metaalgoedere hoofsaaklik uit sodanige yster en/of staal en/of ander metale (uitgesonderd edelmetale) en/of legerings en die afwerking van metaalgoedere, maar omvat dit nie die Motornywerheid nie,

"edelmetale" die edelmetale goud, silwer, platinum en/of palladium en/of 'n legering wat genoemde edelmetale of enigeen daarvan in so 'n verhouding tot ander metale bevat dat dit die grootste deel van die waarde van daardie legering uitmaak,

(b) "Elektrotegniese Ingenieursnywerheid"—

(i) die vervaardiging en/of montering uit samestellende dele van elektniese uitrusting in die Republiek van Suid-Afrika, naamlik generators, motors, konvertors, skakel- en kontrole-uitrusting (met inbegrip van relê's, kontaktors, elektniese instrumente en uitrusting wat daarmee in verband staan), elektniese verligtings-, verhitings-, kook-, bevnings- en verkoelingsuitrusting, transformators, oonduitrusting, seinuitrusting, radio- en elektniese uitrusting, en ander uitrusting wat die beginsels toepas wat gebruik word by die bediening van radio- en elektniese uitrusting, gloeilampe en elektniese kables en huishoudelike elektniese toestelle en omvat dit ook die vervaardiging van samestellende dele van bogenoemde uitrusting,

(ii) die installering, onderhoud en herstel, in die provinsie Transvaal, van die uitrusting in (i) hierbo bedoel, maar omvat dit nie ook die Elektrotegniese Aannemingsnywerheid nie,

(c) "Elektrotegniese Aannemingsnywerheid" die ontwerp, voorbereiding (uitgesonderd die vervaardiging vir verkoop) en oprigting van elektniese installasies wat 'n integrerende en permanente deel van geboue uitmaak, en die herstel en/of onderhoud van sodanige installasies, met inbegrip van die kabellaswerk en elektniese bedrading wat daarmee in verband staan,

(d) "Hys- en Roltrapnywerheid" die vervaardiging en/of montering en/of installering en/of herstel van elektniese hysers en roltrappe,

(e) "Plastieknywerheid" die vervaardiging van artikels of gedeeltes van artikels in hul geheel of hoofsaaklik uit plastiek, maar omvat dit nie ook die vervaardiging van die volgende artikels wat van plastiekdoekstof gemaak word nie, naamlik klerasie, sakke en handsakke, stewels, skoene, oorskoene, stoffeeroortreksels en plastiek-hortjiesblindings,

(161) (f) "plastics" means any one of the group of materials which consists of or contains as an essential ingredient an organic substance of a large molecular weight and which, while solid in the finished state, at some stage in its manufacture has been or can be forced, i.e. cast, calendered, extruded or moulded into various shapes, by flow, usually through the application, singly or together, of heat and pressure,

(g) "machine" means any appliance, irrespective of the material of which it is made, but does not include an agricultural tractor,

(h) "metal goods" does not include agricultural tractors,

(i) "Motor Industry" means (subject to the provisions of any Demarcation Determinations made in terms of section 76 of the Labour Relations Act, 1956)—

(a) assembling, erecting, testing, remanufacturing, repairing, adjusting, overhauling, wiring, upholstering, spraying, painting and/or reconditioning carried on in connection with—

(i) chasses and/or the bodies of motor vehicles,

(ii) internal combustion engines and transmission components of motor vehicles,

(iii) the electrical equipment connected with motor vehicles, including radios;

(b) automotive engineering;

(c) repairing, vulcanising and/or retreading tyres;

(d) repairing, servicing and reconditioning batteries for motor vehicles,

(e) the business of parking and/or storing motor vehicles;

(f) the business conducted by filling and/or service stations,

(g) the business carried on mainly or exclusively for the sale of motor vehicles or motor vehicle parts and/or spares and/or accessories (whether new or used) pertaining thereto, whether or not such sale is conducted from premises which are attached to a part of an establishment wherein is constructed the assembly of or repairs to motor vehicles,

(h) the business of motor graveyards,

(i) the business of assembly establishments,

(j) the business of manufacturing establishments wherein are fabricated motor vehicle parts and/or spares and/or accessories and/or components thereof,

(k) vehicle body building

For the purpose of this definition—

"automotive engineering" means the reconditioning of internal combustion engines or parts thereof for use in motor vehicles in establishments mainly or exclusively so engaged, whether such establishment is engaged in the dismantling and repair of motor vehicles or not;

"motor vehicle" means any wheeled conveyance propelled by electrical or mechanical power (other than steam) and designed for haulage and/or for the transportation of persons and/or goods and/or loads, including trailers and caravans, but shall not include any equipment designed to run on fixed tracks, trailers designed to transport loads of 20 tons or over, or aircraft;

"vehicle body building" means any or all of the following activities carried on in a vehicle body building establishment

(f) "plastiek" enigeen van die groep stowwe wat, as 'n essensiele bestanddeel, 'n organiese stof met 'n groot molekulêre massa bevat of daaruit bestaan, en wat, hoewel dit in die afgewerkte vorm solied is, in die een of ander stadium van die vervaardiging daarvan geforseer is of geforseer kan word, d.w.s. deur vloeï in verskillende vorms gegiet, gekalander, uitgestoot of gevorm kan word, gewoonlik deur die aanwending van slegs hitte en slegs druk of van albei saam,

(g) "masjien" 'n toestel, ongeag die materiaal waarvan dit gemaak is, maar omvat dit nie ook landboutrekkers nie,

(h) "metaalgoedere" nie ook landboutrekkers nie,

(i) "Motornywerheid" (behoudens Afbakeningsvasstellings gemaak kragtens artikel 76 van die Wet op Arbeidsverhoudinge, 1956)—

(a) montering, oprigting, toets, hervervaardiging, herstel, verstel, nasien, bedrading, stoffering, bespuiting, verf en/of vernuwing uitgevoer in verband met—

(i) die onderstelle en/of die bakke van motorvoertuie,

(ii) binnebrandenjins en transmissie-onderdele van motorvoertuie,

(iii) die elektriese uitrusting in verband met motorvoertuie, met inbegrip van radio's;

(b) motoringenieurswerk;

(c) die herstel, vulkanisering en/of versoling van buitebande,

(d) die herstel, versiering en vernuwing van batterye vir motorvoertuie;

(e) die besigheid gedryf deur motorvoertuigparkeer- en opbergingsondernemings,

(f) die besigheid gedryf deur vul- en/of diensstasies;

(g) die besigheid wat hoofsaaklik of uitsluitlik gedryf word vir die verkoop van motorvoertuie of motorvoertuigonderdele en/of -reserwedele en/of -bybehore (hetsy nuut of gebruik) wat daarby hoort, afgesien daarvan of sodanige verkoop geskied vanuit persele wat verbonde is aan 'n gedeelte van 'n bedryfsinrigting waarin die montering van of herstelwerk aan motorvoertuie uitgevoer word of nie,

(h) die besigheid gedryf deur motorslopijns-ondernemings,

(i) die besigheid gedryf deur monteringsinrigtings,

(j) die besigheid gedryf deur vervaardigingsinrigtings waarin motorvoertuigonderdele en/of -reserwedele en/of -bybehore en/of samestellende dele daarvan vervaardig word,

(k) die bou van voertuigbakke

Vir die toepassing van hierdie woordomskriving beteken—

"motoringenieurswerk" die vernuwing van binnebrandenjins of onderdele daarvan vir gebruik in motorvoertuie, en wel in bedryfsinrigtings wat hoofsaaklik of uitsluitlik aldus werksaam is, afgesien daarvan of sodanige bedryfsinrigting hom besig hou met die uitmekaarhaal van en herstelwerk aan motorvoertuie of nie,

"motorvoertuig" 'n voertuig op wiele wat deur elektriese of meganiese krag (uitgesonderd stoom) aangedryf word en wat ontwerp is vir trekdoeleindes en/of die vervoer van persone en/of goedere en/of vragte, en omvat dit ook sleepwaens en woonwaens maar nie uitrusting wat bedoel is om op vaste spore te loop nie en ook nie sleepwaens wat bedoel is om vragte van 20 ton of meer te vervoer nie en ook nie vliegtuie nie,

"voertuigbakbou" enigeen van of al ondergenoemde werksaamhede wat in 'n bedryfsinrigting vir die bou van voertuigbakke uitgevoer word,

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(a) The construction, repair or renovation of cabs and/or bodies and/or any superstructures, for any type of vehicle,

(b) the manufacture and/or repair of components parts for cabs and/or bodies and/or any superstructure and the assembling, adjusting and installation of parts in cabs, bodies or on the superstructure of vehicles,

(c) fixing cabs and/or bodies and/or any superstructure to the chassis of any type of vehicle,

(d) coating and/or decorating cabs and/or bodies and/or any superstructure with any preservative or decorative substance,

(e) equipping, furnishing and finishing off the interior of cabs and/or bodies and/or superstructures,

(f) building of trailers, but not including the manufacture of wheels or axles therefor,

(g) all operations incidental to or consequent upon the activities referred to in paragraphs (a), (b), (c), (d), (e) and (f)

For the purposes of this definition, "vehicle" does not include an aircraft, and "Motor Industry" as defined above shall not include the following

(i) The manufacture of motor vehicle parts and/or accessories and/or spares, and/or components in establishments laid out for and normally producing metal and/or plastic goods of a different character on a substantial scale,

(ii) the assembling, erecting, testing, repairing, adjusting, overhauling, wiring, spraying, painting and/or reconditioning of agricultural tractors, except where carried on in establishments rendering similar service in respect of motor cars, motor lorries or motor trucks,

(iii) the manufacture and/or maintenance and/or repair of—

(aa) civil and mechanical engineering equipment and/or parts thereof, whether or not mounted on wheels,

(ab) agricultural equipment or parts thereof, or

(ac) equipment designed for use in factories and/or workshops

Provided that for the purposes of (aa), (ab) and (ac) above, "equipment" shall not be taken to mean motor cars, motor lorries and/or motor trucks,

(ad) motor vehicles or other vehicle bodies and/or superstructures and/or parts or components thereof made of steel plate of 3,175 mm thickness or thicker, when carried on in establishments laid out for and normally engaged in the manufacture and/or maintenance and/or repair of civil and/or mechanical engineering equipment on a substantial scale,

"Locksmithing Trade" means the Trade in which employers and employees are associated for the opening and closing of locks for others by means other than with keys normally used the repair, replacement, rebuilding or adjustment of locks and their mechanical parts, the manufacture, by non-repetitive methods, of parts designed for use in locks and the cutting of keys, but excluding the manufacture of locks and keys

"Region A" means the Magisterial Districts of Beaufort West, Bellville, Bonnievale, Bredasdorp, Caledon, Calvinia, Carnarvon, Clanwilliam, Ceres, Fraserburg, George, Goodwood, Grabouw, Heidelberg, (C P), Hermanus, Hopefield, Knysna, Kuil's River, Ladismith (C P), Laingsburg, Malmesbury, Motagu, Mossel Bay, Namaqualand, Paarl, Piketberg, Prince Albert, Riversdale, Robertson, Simon's Town, Somerset West, Stellenbosch, Strand, Sutherland, Swellendam, The Cape, Tulbagh, Vanrhynsdorp, Victoria West, Vredenburg, Vrededal, Wellington, Williston, Worcester and Wynberg and for the purposes of these particular areas the address of the Regional Council shall be The National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry (Cape Regional Council), P O Box 6096, Roggebaai, 8012, or Room 507, Pearl Assurance House, Heerengracht, Foreshore, Cape Town, 8001,

(a) Die bou, herstel of vernuwing van kajuite en/of bakke en/of alle tipes bobou vir alle soorte voertuie,

(b) die vervaardiging en/of -herstel van komponente vir kajuite en/of bakke en/of enige bobou en die montering, regstelling en installering van onderdele in kajuite, bakke of op die bobou van voertuie,

(c) die vassit van kajuite en/of bakke en/of enige soort bobou aan die onderstel van enige tipe voertuig,

(d) die bedekking en/of versiering van kajuite en/of bakke en/of enige soort bobou met 'n preserveermiddel of 'n versierstof,

(e) die uitrus, stoffeer en afwerk van die binnewerk van kajuite en/of bakke en/of boboue,

(f) die bou van sleepwaens, maar uitgesonderd die vervaardiging van wiele of asse daarvoor,

(g) al die werksaamhede wat hoort by of wat voortvloei uit die werksaamhede in paragrawe (a), (b), (c), (d), (e) and (f) bedoel

Vir die toepassing van hierdie woordskrywing omvat "voertuig" nie 'n vliegtuig nie, en omvat "Motornywerheid", soos hierbo omskryf, nie ook onderstaande nie

(i) Die vervaardiging van motorvoertuigonderdele en/of -bybehore en/of -reserwedele en/of -komponente in bedryfsinrigtings wat beplan is vir die vervaardiging van metaal-en/of plastiekgoedere van 'n ander aard en wat sodanige goedere gewoonlik op 'n aansienlike skaal produseer,

(ii) die montering, oprigting, toets, herstel, regstel, opknop, bedrading, bespuiting, verf en/of vernuwing van landboutrekkers, behalwe waar dit gedoen word in bedryfsinrigtings wat dergelike dienste lewer ten opsigte van motorkarre, vragmotors en motortrokke,

(iii) die vervaardiging en/of onderhoud en/of herstel van—

(aa) die uitrusting van siviele en werktuigkundige ingenieurs en/of onderdele daarvan, afgesien daarvan of dit op wiele gemonteer is of nie,

(ab) landbou-uitrusting of onderdele daarvan, of

(ac) uitrusting bedoel vir gebruik in fabrieke en/of werkwinkel,

Met dien verstande dat, vir die toepassing van (aa), (ab) en (ac) hierbo, "uitrusting" nie geag word motorkarre, vragmotors en/of motortrokke te beteken nie,

(ad) motorvoertuig- of ander voertuigbakke en/of boboue en/of onderdele of komponente daarvan gemaak van staalplaat, 3,175 mm dik of dikker wanneer dit uitgevoer word in bedryfsinrigtings wat beplan is vir die vervaardiging en/of onderhoud en/of herstel van die uitrusting van siviele en/of werktuigkundige ingenieurs op 'n aansienlike skaal en wat gewoonlik sodanige werksaamhede verrig,

"Slotmakerybedryf" die Bedryf waarin werkgewers en werknemers met mekaar geassosieer is vir die oop- en toemaak van slotte vir ander persone op ander maniere as met die sleutels wat gewoonlik gebruik word, vir die herstel, vervanging, herbou of regstel van slotte en hul meganiese onderdele, die vervaardiging, deur nie-herhaalmetodes, van onderdele wat ontwerp is vir gebruik in slotte en die sny van sleutels, maar uitgesonderd die vervaardiging van slotte en sleutels,

"Streek A" die landdrosdistrikte Beaufort-Wes, Bellville, Bonnievale, Bredasdorp, Caledon, Calvinia, Carnarvon, Clanwilliam, Ceres, Die Kaap, Fraserburg, George, Goodwood, Grabouw, Heidelberg (K P), Hermanus, Hopefield, Knysna, Kuilsrivier, Ladismith (K P), Laingsburg, Malmesbury, Montagu, Mosselbaai, Namakwaland, Paarl, Piketberg, Prins Albert, Riversdal, Robertson, Simonstad, Somerset-Wes, Stellenbosch, Strand, Sutherland, Swellendam, Tulbagh, Vanrhynsdorp, Victoria-Wes, Vredenburg, Vredendal, Wellington, Williston, Worcester en Wynberg, en ten opsigte van hierdie bepaalde gebiede is die Streekraad se adres Die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid (Kaapse Streekraad), Posbus 6096, Roggebaai, 8012, of Kamer 507, Pearl Assurance-gebou, Heerengracht, Strandgebied, Kaapstad, 8001,

161  
 "Region B" means the Magisterial Districts of Albert, Alwal North, Barkley East, Cathcart, East London, Elliot, Indwe, King William's Town, Komga, Lady Grey, Maclear, Molteno, Queenstown, Sterkstroom, Stockenström, Stutterheim, Tarka and Wodehouse, and for the purposes of these particular areas, the address of the Regional Council shall be the National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry (Border Regional Council), P O. Box 13162, Vincent, 5217, or room 419, Fourth Floor, XDC Building, 19 Manchester Road, Chiselhurst, 5247.

"Region C" means the Province of Natal, and the purposes of this particular area the address of the Regional Council shall be The National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry (Natal Regional Council), P O. Box 5900, Durban, 4000, or Eighth Floor, Poynton House, corner of Gardiner and Pine Streets, Durban, 4001.

"Region D" means the Magisterial Districts of Aberdeen, Adelaide, Albany, Alexandria, Bathurst, Bedford, Calitzdorp, Colesburg, Cradock, Fort Beaufort, Graaff-Reinet, Hankey, Hanover, Hofmeyr, Humansdorp, Jansenville, Joubertina, Kirkwood, Middelburg (C.P.), Murraysburg, Noupoort, Oudtshoorn, Pearston, Port Elizabeth, Richmond (C P), Somerset East, Steytlerville, Steynsburg, Uniondale, Uitenhage, Venterstad and Willowmore, and for the purposes of these particular areas the address of the Regional Council shall be The National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry (Midlands Regional Council), P O Box 3127, Port Elizabeth, 6000, or Third Floor, Todd Chambers, Todd Street, North End, Port Elizabeth, 6001.

"Region E" means the Province of the Transvaal, excluding the Magisterial Districts of Bloemhof, Christiana, Coligny, Delareyville, Klerksdorp, Lichtenburg, Potchefstroom, Schweizer-Reneke, Ventersdorp and Wolmaransstad and for the purposes of these particular areas the address of the Regional Council shall be the National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry (Transvaal Regional Council), P O. Box 3998, Johannesburg, 2000 or Atkinson House, 3 Von Brandis Street, Johannesburg, 2001

"Region F" means the Province of the Orange Free State, and includes the Magisterial District of Bloemhof, Christiana, Coligny, Delareyville, Klerksdorp, Lichtenburg, Potchefstroom, Schweizer-Reneke, Ventersdorp and Wolmaransstad, in the Province of the Transvaal, and the Magisterial Districts of Barkly West, Britstown, De Aar, Gordonia, Hartswater, Herbert, Hay, Hopetown, Kenhardt, Kimberley, Kuruman, Postmasburg, Philipstown, Prieska, Vryburg and Warrenton, in the Cape Province, and for the purposes of these particular areas the address of the Regional Council shall be: The National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry (Orange Free State and Northern Cape Regional Council), P O Box 95, Welkom, 9460, or Suite 1, First Floor, Constantia House, 22 Bok Street, Welkom, 9459

"Venetian Blind and Allied Products Manufacturing Industry" means the Industry in which employers and employees are associated for the carrying on of any one or more of the following activities in the Province of the Transvaal.

The design and/or assembly and/or manufacture of—

(a) venetian blinds, whether manufactured of wood, metal, bamboo, cloth or synthetic materials, and/or

(b) any other type of blind manufactured of such materials; and/or

(c) any other article or articles providing or used for sun control, other than articles manufactured wholly or mainly from plastics Provided that the first-mentioned articles are intended for use in the interior of buildings, and/or

"Streek B" die landdrosdistrikte Albert, Alwal-Noord, Barkly-Oos, Cathcart, Elliot, Indwe, King William's Town, Komga, Lady Grey, Maclear, Molteno, Oos-Londen, Queenstown, Sterkstroom, Stockenström, Stutterheim, Tarka en Wodehouse, en ten opsigte van hierdie bepaalde gebiede is die Streekraad se adres Die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid (Grensstreekraad), Posbus 13162 Vincent, 5217, of Kamer 419, Vierde Verdieping, XDC-gebou, Manchesterweg 19, Chiselhurst, 5247

"Street C" die provinsie Natal, en ten opsigte van hierdie bepaalde gebied is die Streekraad se adres: Die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid (Natale Streekraad), Posbus 5900, Durban 4000, of Agste Verdieping, Poyntonhuis, h/v Gardiner-en Pinestraat, Durban, 4001

"Streek D" die landdrosdistrikte Aberdeen, Adelaide, Albany, Alexandria, Bathurst, Bedford, Calitzdorp, Colesberg, Cradock, Fort Beaufort, Graaff-Reinet, Hankey, Hanover, Hofmeyr, Humansdorp, Jansenville, Joubertina, Kirkwood, Middelburg (K P), Murraysburg, Noupoort, Oudtshoorn, Pearston, Port Elizabeth, Richmond (K P), Somerset-Oos, Steytlerville, Steynsburg, Uniondale, Uitenhage, Venterstad en Willowmore, en ten opsigte van hierdie bepaalde gebiede is die Streekraad se adres Die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid (Middellandse Streekraad), Posbus 3127, Port Elizabeth, 6000, of Derde Verdieping, Todd Chambers, Toddstraat, Noordeinde, Port Elizabeth, 6001;

"Streek E" die provinsie Transvaal, uitgesonderd die landdrosdistrikte Bloemhof, Christiana, Coligny, Delareyville, Klerksdorp, Lichtenburg, Potchefstroom, Schweizer-Reneke, Ventersdorp en Wolmaransstad, en ten opsigte van hierdie bepaalde gebiede is die Streekraad se adres Die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid (Transvaalse Streekraad), Posbus 3998, Johannesburg, 2000, of Atkinsonhuis, Von Brandisstraat 3, Johannesburg, 2001

"Streek F" die provinsie die Oranje-Vrystaat, en omvat dit die landdrosdistrikte Bloemhof, Christiana, Coligny, Delareyville, Klerksdorp, Lichtenburg, Potchefstroom, Schweizer-Reneke, Ventersdorp en Wolmaransstad, in die provinsie Transvaal, en die landdrosdistrikte Barkly-Wes, Britstown, De Aar, Gordonia, Hartswater, Herbert, Hay, Hopetown, Kenhardt, Kimberley, Kuruman, Postmasburg, Philipstown, Prieska, Vryburg en Warrenton, in die Kaapprovinsie, en ten opsigte van hierdie bepaalde gebiede is die Streekraad se adres: Die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid (Oranje-Vrystaatse en Noord-Kaaplandse Streekraad), Posbus 95, Welkom, 9460, of Suite 1, Eerste Verdieping, Constantiahuis, Bokstraat 22, Welkom, 9459.

"Vervaardigingsnywerheid vir Hortjiesblindes en Verwante Produkte" die Nywerheid waarin werkgewers en werknemers met mekaar geassosieer is vir die verrigting van een of meer van die volgende werksaamhede in die provinsie Transvaal:

Die ontwerp en/of montering en/of vervaardiging van—

(a) hortjiesblindes, ongeag daarvan of dit van hout, metaal, bamboes, weefstof of sintetiese materiale vervaardig word; en/of,

(b) alle ander tipes blindes wat van sodanige materiale vervaardig is; en/of

(c) alle ander artikels wat sonlig beheer of daarvoor gebruik word, uitgesonderd artikels wat geheel en al of hoofsaaklik van plastiek vervaardig is. Met dien verstande dat eersgenoemde artikels bedoel moet wees vir gebruik binne-in geboue, en/of

(181) (d) folding doors containing wood, cloth, leather, leather-cloth or any synthetic material with a wooden, synthetic wood or metal framework, but excluding canvas awnings, canvas sunblinds and Holland blinds

For the purposes of this definition, "canvas" means a woven material made from cotton flax, jute, hempt or similar decorticated vegetable or acrylic fibres or mixtures thereof

"watchman's work" means guarding and/or patrolling property and/or premises,

"welding electrodes" means any flux-coated or cored filler metal made from ferrous or non-ferrous material in stick or continuous form used in electric arc welding

#### 4. DEDUCTION OF TRADE UNION SUBSCRIPTIONS

(1) (a) Where requested by means of an individually signed stop order deduction application, subscriptions to a trade union which is a party to this Agreement shall be deducted by an employer from the wages which in terms of any Agreement operative in the Industry is payable to an employee

(b) Where requested by means of individually signed stop order deduction applications and where agreed to at company level, subscriptions to a registered trade union which is not a party to this Agreement may be deducted by an employer from the wages which in terms of any Agreement operative in the Industry is payable to an employee, and the employer shall notify the Council in writing of such deduction

(c) Where requested by means of individually signed stop order deduction applications and where agreed to at company level, subscriptions to an unregistered trade union which is not party to this Agreement may be deducted by an employer from the wages which in terms of any agreement operative in the Industry is payable to an employee Provided that prior Ministerial approval in terms of section 78 (1C) of the Labour Relations Act is obtained, and the employer shall notify the Council in writing of such deduction and provide proof of Ministerial approval

Signed at Johannesburg, for and on behalf of the parties, this 24th day of October 1990

**W. P. COETZEE,**  
Chairman

**J. DE W. TROTSKIE,**  
Vice-Chairman

**A. O. DE JAGER,**  
General Secretary

(d) voudeure wat hout, weefstof, leer, leerdoek of enige sintetiese materiaal met 'n hout-, sintetiese hout- of metaal-raamwerk bevat, maar met uitsondering van seilonskerms, seilsonblindes en Hollandse blindes

Vir die toepassing van hierdie omskrywing beteken "seil" 'n geweefde materiaal wat gemaak is van katoenvlas, jute, hennep of soortgelyke ontbaste plant- of aknelvesels of mengsels daarvan,

"wag se werk" die bewaking en/of patrolling van eiendom en/of persele,

"sweiselektrodes" enige vloeimiddelbedekte of kernvulmetaal gemaak van ysterhoudende of nie-ysterhoudende materiaal in staal- of deurlopende vorm, wat by elektriese boogswaerwerk gebruik word

#### 4. AFTREKKING VAN VAKVERENIGINGLEDGELD

(1) (a) Waar versoek by wyse van 'n afsonderlik getekende aansoek om 'n aftrekorder, moet ledegeld van 'n vakvereniging wat 'n party is by hierdie Ooreenkoms deur die werkgewer afgetrek word van die lone wat kragtens enige Ooreenkoms in werking in die Nywerheid, aan 'n werknemer betaalbaar is

(b) Waar versoek by wyse van afsonderlik getekende aansoeke om 'n aftrekorder en waar ooreengekom op maatskappyvlak, kan die werkgewer ledegeld van 'n geregistreerde vakvereniging wat nie 'n party is by hierdie Ooreenkoms aftrek van die lone wat kragtens enige Ooreenkoms in werking in die Nywerheid aan 'n werknemer betaalbaar is, en die werkgewer moet die Nywerheidsraad skriftelik in kennis stel van sodanige aftrekking

(c) Waar versoek by wyse van afsonderlik getekende aansoeke om 'n aftrekorder en waar ooreengekom op maatskappyvlak, kan die werkgewer ledegeld van 'n ongeregisteerde vakvereniging wat nie 'n party is by hierdie Ooreenkoms aftrek van die lone wat kragtens enige Ooreenkoms in werking is in die Nywerheid aan 'n werknemer betaalbaar is Met dien verstande dat Ministeriele goedkeuring kragtens artikel 78 (1C) van die Wet op Arbeidsverhoudinge vooraf verkry is; en die werkgewer moet die Nywerheidsraad dienoreenkomsig in kennis stel en bewys lewer van die Ministeriele goedkeuring

Namens die partye op hede die 24ste dag van Oktober 1990 te Johannesburg onderteken

**W. P. COETZEE,**  
Voorsitter.

**J. DE W. TROTSKIE,**  
Ondervoorsitter

**A. O. DE JAGER,**  
Hoofsekretaris



Keep South Africa clean!  
Hou Suid-Afrika skoon!

# Aida tax protest over training expenditure

ESTATE agency group Aida Holdings has lodged an objection with the Receiver of Revenue over the disallowance of expenditure previously claimed for training employees

Aida's tax bill almost doubled to R675 000 in the year to end February, and this was one of the reasons behind the group's 80% fall in taxed profit to R102 000

Countrywide turnover under the Aida name rose 25% to R944m but earnings dropped 84% to 0,7c a share. The dividend was maintained at 1,5c a share

Aida staff said yesterday that management was unwilling to talk about the results before publication, and directors could not be reached in Swaziland where they were holding a conference

But a statement accompanying the results said "The improvement in turnover shows that Aida is still growing

"This growth is seen in the number of franchises which are operating out of our 77 offices compared to 60 last year"

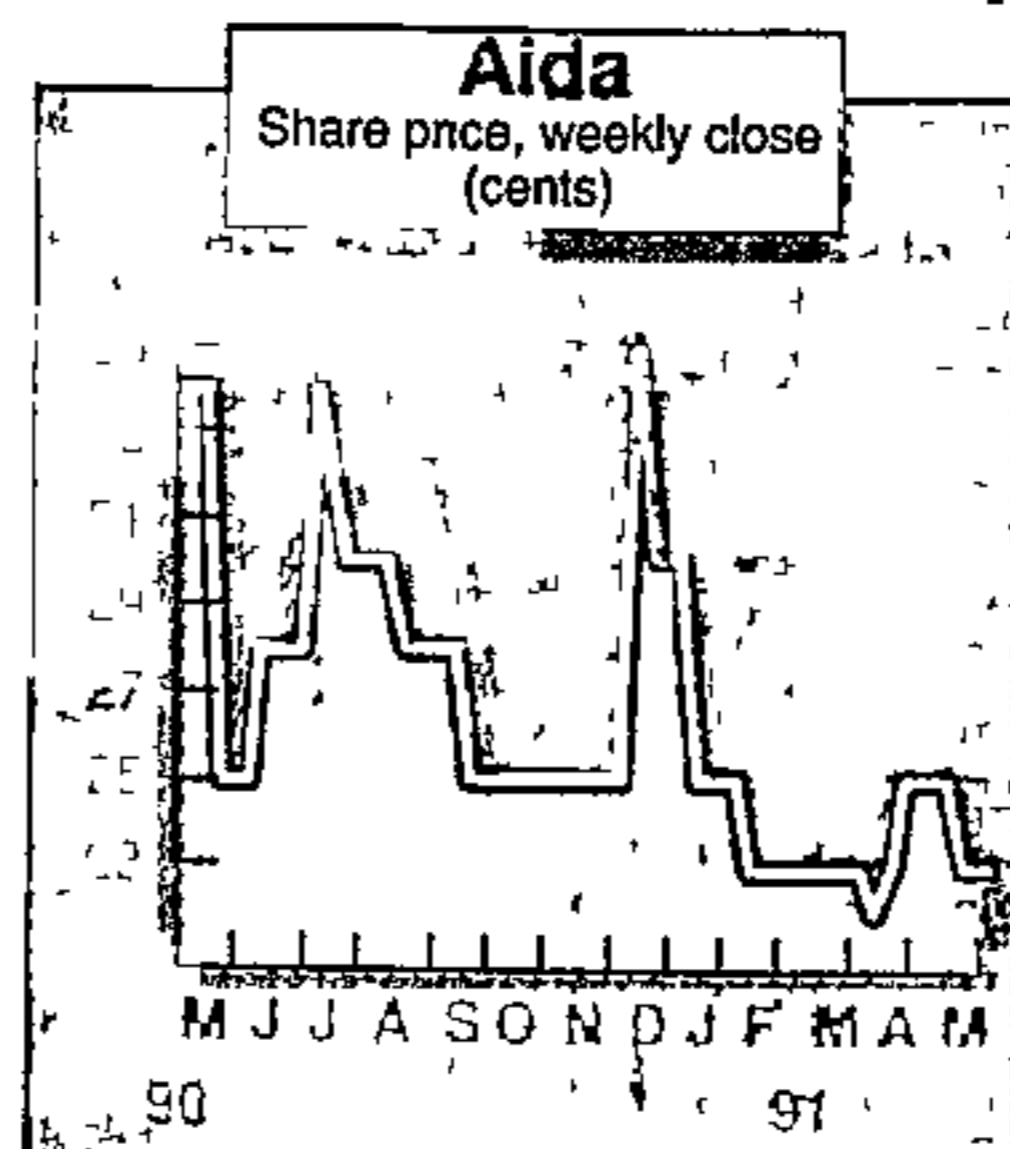
The national television advertising campaign launched at the end of 1990 had already improved business, and management expected this exposure to account for a better turnover in the next report

The group was still moving into the black housing market, with the franchisee operating in this area selling 434 units this year compared to 119 for the corresponding period

PETER GALLI

last year, it added

Aida Holdings, through its subsidiary Aida National Franchises (ANF), has teamed up with Time Life Insurance to provide bond protection



Graphic: LEE EMERTON Source: INET

insurance for property buyers, the group announced this week

Known as Aida Bond Protector, it will provide bond holders with insurance in the event of death or disability

Aida chairman Aida Geffen said earlier this week that a separate company, Aida Financial Services, would be formed to administer the new product, and would extend the level of service that could be provided to clients

# Ten years of good advice to students

By LULAMA LUTI

SA 179

THE Career Centre in Soweto, which opened its doors to the public in December 1981, celebrates its 10th anniversary this year and is growing in leaps and bounds. *children 2/6/91*

An expansion programme is already underway and construction of bigger and better facilities has begun. The new building will include a computer laboratory, counselling rooms, additional classrooms, offices and a community hall.

The centre's executive director, Dan Monyemore, told *City Press* the expansion programme was a vote of confidence in the centre by both the business sector and the community.

Established to provide career and guidance counselling to students, the career centre has since initiated various other programmes which are co-ordinated by its eight-member staff.

Early in 1989 the centre established the Sebolelo Mohajane Bursary Fund in honour of former executive director and top educationist Sebolelo Mohajane, who died in a car accident in 1988.

The fund is managed by a board of trustees appointed by the centre's 14 board members.

"Our focus since inception has been to empower young people through professional career counselling to enable them to make informed choices and to recognise their role in the community," said Monyemore.

The centre's post-matric project received a major boost this week when the South African Permanent Building Society presented the institution with a R15 000 cheque

Monyemore said the aim of the eight-month project was to bridge the gap between school and tertiary education or employment. It also serves to enhance and increase the students' chances of success after high school

Monyemore said the corporate and business sectors had an important role to play in the provision of resources in black education.

"The corporate world has a tremendous responsibility in the creation of a new social order. We are entering a new era and much as we may disagree on how that is to come about, it is a fact that every one of us has an important role to play.

"We have companies out there who have the ability to do it and we hope to



**Dan Monyemore ... Giving school-leavers a better chance.**

persuade them to recognise they have a responsibility to the communities that serve them."

Human resources manager at the Perm. Dave Symons, said the donation was in line with his company's national social responsibility programme.

"At the moment we are exploring avenues for future contribution and we have already identified education as a broad field where our participation will mean a great deal

"By helping in the post-matric project we hope to be able to help pupils who have not had the chance of knowing what is involved in commerce and industry while they were growing up."

**No chairs to sit on and only this broken blackboard for the teacher to write on around the holes.**

**These children are being discriminated against by the Bophutswana government because they are not Tswanas.**

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The Cape of Good Hope 1 514  
Transvaal 1 149  
Orange Free State 378  
Natal 324

(b) This information is furnished as at 27 May 1991

## Personal income tax

417 Mr J J WALSH asked the Minister of Finance +

What was (a) the number of taxpayers according to race who were liable for personal income tax and (b) the personal income tax

act collected per income category in the Orange Free State in the 1988-89 financial years, respectively?

The MINISTER OF FINANCE

A meaningful breakdown of tax collected in provinces cannot be furnished. Some 75% of individual tax is collected by way of Pay-As-You-Earn (PAYE), and many employers make their PAYE payments in provinces other than those in which their workers are employed. Statistics are accordingly furnished on the basis of assessments issued to taxpayers resident in the relevant province.

| Taxable income group | Orange Free State |              |
|----------------------|-------------------|--------------|
|                      | 1988-89           | 1989-90      |
|                      | Number            | Tax R        |
| 0 - 12 000           | 4 375             | 1 564 435(a) |
| 12 001 - 20 000      | 14 305            | 18 318 300   |
| 20 001 - 30 000      | 17 904            | 66 681 902   |
| 30 001 - 40 000      | 16 933            | 117 815 688  |
| 40 001 - 50 000      | 10 519            | 113 158 452  |
| 50 001 - 60 000      | 5 399             | 79 319 784   |
| 60 001 - 80 000      | 4 085             | 82 485 389   |
| 80 001 - 100 000     | 1 477             | 41 661 523   |
| 100 001 +            | 2 086             | 130 840 788  |
|                      |                   | 887 459(a)   |
|                      |                   | 6 206 410(a) |
|                      |                   | 38 437 627   |
|                      |                   | 106 024 208  |
|                      |                   | 132 023 783  |
|                      |                   | 107 256 732  |
|                      |                   | 112 839 406  |
|                      |                   | 47 149 334   |
|                      |                   | 100 791 316  |

## NOTES

(a) Statistics in respect of taxpayers earning less than the applicable Standard Income Tax on Employees (SITE) limit are not available and therefore not reflected in these figures

(b) Statistics are no longer compiled under race groups

Phuthaditjhaba/Industriqwa: amount spent

418 Mr J J WALSH asked the Minister of Development Aid

What total amount was spent on industrial infrastructure in (a) Phuthaditjhaba and (b) Industriqwa in each financial year from 1978-79 up to and including 1989-90?

B1069E

The MINISTER OF DEVELOPMENT AID

(a) Phuthaditjhaba

HOUSE OF ASSEMBLY

|        | Financial year | Amount spent on industrial infrastructure |
|--------|----------------|---|
| (i)    | 1978-79        | R 115 000                                 |
| (ii)   | 1979-80        | R 474 000                                 |
| (iii)  | 1980-81        | R 961 000                                 |
| (iv)   | 1981-82        | R 1 189 000                               |
| (v)    | 1982-83        | R 1 480 000                               |
| (vi)   | 1983-84        | R 22 456 000 (1)                          |
| (vii)  | 1984-85        | R 9 451 000                               |
| (viii) | 1985-86        | R 12 751 000                              |
| (ix)   | 1986-87        | R 15 444 000                              |
| (x)    | 1987-88        | R 14 769 000                              |
| (xi)   | 1988-89        | R 10 529 000                              |
| (xii)  | 1989-90        | R 5 720 000                               |

1809

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(b) Industriqwa

Amount spent on industrial infrastructure

| Financial year | Amount spent on industrial infrastructure |
|----------------|---|
| (i) 1978-79    | Nil                                       |
| (ii) 1979-80   | Nil                                       |
| (iii) 1980-81  | Nil                                       |
| (iv) 1981-82   | Nil                                       |
| (v) 1982-83    | Nil                                       |
| (vi) 1983-84   | Nil                                       |
| (vii) 1984-85  | Nil                                       |
| (viii) 1985-86 | Nil                                       |
| (ix) 1986-87   | R 30 000                                  |
| (x) 1987-88    | R 3 298 000                               |
| (xi) 1988-89   | R 6 691 000                               |
| (xii) 1989-90  | R 15 246 000                              |

(1) Includes an amount of R17,43 million which was a transfer from the then Corporation for Economic Development Ltd to the Qwaqwa Development Corporation Ltd

The above-mentioned figures and explanations were furnished by the Qwaqwa Development Corporation Ltd

Own Affairs

## Per capita expenditure

82 Mr J H MOMBORG asked the Minister of Education and Culture

What was his Department's per capita expenditure on education in respect of (a) the Republic, (b) the Orange Free State and (c) Natal during the latest specified 12-month period for which figures are available?

B1103E

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The MINISTER OF EDUCATION AND CULTURE

(a) R3 960  
(b) R3 919  
(c) R4 042

Information as per SANEP system for 1990/91 financial year

\*Capital works excluded

## Amount spent on management training

83 Mr J H MOMBORG asked the Minister of Education and Culture

What (a) amounts and (b) percentage of the education budget of his Department was spent on management training during the latest specified 12-month period for which figures are available?

199 B1106E

The MINISTER OF EDUCATION AND CULTURE

(a) and (b) Information is not available, as it is not possible to separate the amount expended on management training from the total costs of in-service training

## OFS: total number of classrooms

86 Mr R M BURROWS asked the Minister of Education and Culture

What is the total number of classrooms in schools in the Orange Free State falling under his Department?

B1115E

The MINISTER OF EDUCATION AND CULTURE

2 856

HOUSE OF ASSEMBLY



# Fears voiced over sharp training cutbacks

COMMERCE and industry yesterday expressed concern at the long-term implications of sharp cutbacks in apprentice training during the economic slump

A Business Day survey of main employer associations and companies disclosed fears that a shortage of skilled artisans would be felt keenly when the economy recovered

While recessionary conditions force companies to reduce spending on training, the long-term implications of not training and its impact on the future of the economy have emerged as major concerns for corporate planners

Steel and Engineering Industries' Feder-

12/6/91  
179  
VERA VON LIERES

ation of SA (Seifsa) education and training division head Janet Lopes said another contributing factor to training cuts was the withdrawal of government tax concessions for training in July last year

Lopes said Seifsa was looking at an average of more than 2 000 retrenchments a month in the industry. While some companies continued to train, others were battling to survive and could not spend money on so-called "non-survival areas"

She said the effects of cutbacks in training would be felt only "a few years down the line"

Seifsa communications head Hendrik van der Heever said the federation had over the past few years made substantial efforts in granting increased payments as incentives to employers to train apprentices. The current grant amount awarded to employers was R14 400, provided an apprentice passed a trade test and underwent 24 weeks of institutional training

Anglo American corporate communications division spokesman James Duncan said yesterday cutbacks in training expenditure had been in proportion to the overall reductions forced on the group by the recession

To Page 2

14/11/11  
He said spending by the Anglo American and De Beers Chairman's Fund, which focused on secondary and tertiary education, was up 19% last year

However, the outlook for the remainder of 1991 was not as promising

Fund contributions were related to profits, and would fall in 1992 if adverse economic conditions continued

He said the corporation believed companies should not train beyond the demand for skilled labour as this created a pool of skilled people whose employment expectations were unlikely to be met

Barlow Rand group human resources executive Alan Tonkin said initiatives in education training had recently taken place whereby significantly more money had been spent than in the past

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 From Page 1

In real terms, more people were moving into the technical areas and there was a long-term investment in professional manpower, he said

Bursary spending was still up by about 5% in rand terms

He said business was increasingly understanding the importance of developing employees and moving them from lower levels to highly skilled areas

De Beers group corporate communications spokesman Andrew Lamont said De Beers was unaffected by cutbacks in training budgets and was increasingly looking at training to help raise productivity.

Training initiatives were being stepped up and the focus was on skills and career development, he said

1979

TUESDAY, 18 JUNE 1991

1980

- (iv) 328 and
- (b) 21 May 1991

Harms Commission: amounts paid for transcription

408 Adv C D DE JAGER asked the Minister of Justice +

With reference to his reply to Question No 89 on 8 May 1991 and the amounts paid to Vlok Recordings for the transcription of the proceedings of the Harms Commission with regard to its investigation into certain alleged murders, (a) at what rate did Vlok Recordings tender for the work (i) per day for an operator,

(ii) per day or per month for the provision of recording machines and (iii) per folio for transcription and (b) how is the amount of R7 370,20 made up, regard being had to the basis of tender?

The MINISTER OF JUSTICE

B1075E

- (a) (i) R50 per day per operator
- (ii) R25 per day or portion thereof plus R6 per cassette
- (iii) R3,04 per page plus R1,66 per page additional in respect of a running transcript
- (b) The amount is made up as follows

- (i) Operatrix for the making of the recording 55 days at R50 per day R2 750,00
- (ii) Hiring of Lanier recording machine and 10 microphones 55 days at R25 per day R1 375,00
- (iii) Cassette tapes for recording 119 cassettes at R6 per cassette R714,00
- (iv) Copy of transcriptions Pretoria and London proceedings (2 free copies supplied) 4 052 pages at 30 cents per page R1 215,60
- (v) Additional copies of certain volumes 656 pages at 30 cent per page R196,80
- (vi) Original typing, checking and binding of the report 170 pages at R5,00 per page R850,00
- (vii) Six copies of the report 1 020 pages at 12 cents per page R122,40
- (viii) Computer discs 6 discs at R2,75 each R16,50
- (ix) Certified copies of volumes 26, 27, 28, 29 and 30 of the record for the Commercial Crime Unit, the South African Police and John Vorster Square 433 pages at 30 cent per page R129,90

Education budget: details

422 Mr J H MOMBBERG asked the Minister of Education and Training

(1) What (a) amount and (b) percentage of the education budget of his Department was spent in the Republic on (i) pre-primary, (ii) primary, (iii) secondary and (iv) tertiary education during the latest specified 12-month period for which figures are available,

(2) whether any part of his Department's education budget was spent on pre-primary, primary, secondary and tertiary education in (a) Owaqwa and (b) Kwa-Zulu during the period referred to above, if so, (i) what were the relevant amounts and (ii) what percentage of his Department's total expenditure on education for the period concerned did each such amount constitute,

(3) whether his Department has statistics on the amounts spent on pre-primary, pri-

R7 370,20

1981

TUESDAY, 18 JUNE 1991

1982

primary, secondary and tertiary education by the (a) Owaqwa and (b) KwaZulu Department of Education and Culture during the above period, if so, (i) what were the relevant amounts and (ii) what percentage of each of these Departments' total expenditure on education did each such amount constitute? B1105E

The MINISTER OF EDUCATION AND TRAINING

Since the Department's accounts for 1990/91 have not yet been finalised, accurate amounts for 1990/91 cannot be submitted at this stage. Information figures for the 1989/90 financial year are supplied

- (1) (i) R695 936,30 ,04%
- (ii) R970 395 069,95 49,61%
- (iii) R590 184 613,99 30,17%
- (iv) R281 015 748,53 14,37%
- (2) No
- (3) No

Management training: amount spent

423 Mr J H MOMBBERG asked the Minister of Education and Training

What (a) amount and (b) percentage of the education budget of his Department was spent on management training during the latest specified 12-month period for which figures are available?

B1107E

The MINISTER OF EDUCATION AND TRAINING

- (a) R4 380 188,16
- (b) 0,22%

Note

The information is based on the estimated expenditure for the 1990/91 financial year

Cholera: cases/deaths

424 Mr M J ELLIS asked the Minister of National Health

How many (a) cases of and (b) deaths from cholera were reported in respect of each race group in each province in 1990? B1108E

The MINISTER OF NATIONAL HEALTH

(a) Notified cases of cholera in 1990 RSA (as on 3 June 1991)

| Province          | Population Group |       |          |       |
|-------------------|------------------|-------|----------|-------|
|                   | Indian           | Black | Coloured | White |
| Cape Province     | 0                | 0     | 0        | 0     |
| Natal             | 0                | 1     | 0        | 0     |
| Orange Free State | 0                | 0     | 0        | 0     |
| Transvaal         | 0                | 0     | 0        | 0     |

(b) no deaths due to cholera were notified in 1990

Note

This case was not bacteriologically proven

Polomyelitis: cases/deaths

425 Mr M J ELLIS asked the Minister of National Health

(1) How many (a) cases of and (b) deaths from polomyelitis were reported in respect of each race group in each province in 1990,

(2) how many persons of each race group were immunised against polomyelitis in each province in 1989? B1109E

The MINISTER OF NATIONAL HEALTH

(1) (a) Notified cases of polomyelitis in 1990 RSA (as on 3 June 1991)

| Province          | Population Group |       |          |       |
|-------------------|------------------|-------|----------|-------|
|                   | Indian           | Black | Coloured | White |
| Cape Province     | 0                | 0     | 0        | 0     |
| Natal             | 0                | 0     | 0        | 0     |
| Orange Free State | 0                | 0     | 0        | 0     |
| Transvaal         | 0                | 2     | 0        | 1     |

(b) no deaths due to polomyelitis were notified in 1990

(2) the total number of children less than one year of age who received a third dose of polomyelitis vaccine in the RSA, 1989

| Province      | Population Group |                |
|---------------|------------------|----------------|
|               | Indian           | Black          |
| Cape Province | 581 58 649       | 108 129 21 013 |
| Natal         | 15 402 68 672    | 2 431 6 426    |

Orange Free State  
Transvaal

| Population Group | 12 41 552     | 2 312 7 910  |
|------------------|---------------|--------------|
|                  | 3 672 154 277 | 7 654 38 566 |

426 Mr M J ELLIS asked the Minister of National Health

How many persons in each race group in each province died of lung cancer in 1990?

B1110E

**The MINISTER OF NATIONAL HEALTH**

As of 15 December 1989 lung cancer has no longer been listed as a notifiable medical condition. There are therefore no notifications of deaths because of this disease available for 1990.

**Amounts spent**

428 Mr R M BURROWS asked the Minister of Education and Training

(a) What was the amount spent by his Department on (i) salaries of teachers and principals, (ii) salaries of administrative staff, (iii) salaries of inspectorate and executive officials, (iv) salaries of any other specified staff, (v) capital expenditure, (vi) supplies and services, (vii) equipment and (viii) other items and (b) what percentage of the total education expenditure by his Department in 1990 does each of the above amounts constitute?

**The MINISTER OF EDUCATION AND TRAINING**

The information as requested in a(i) to (v) is not readily available and a total amount for personnel expenditure is supplied

- (1) (a) The capital amount to which the interest relates to is as follows
- State debt as at 31 March 1991
  - Expected increase in State debt to finance the deficit before borrowing during the 1991/92 financial year
  - Expected State debt as 31 March 1992
- (b) The amounts per exchange unit are as follows
- Internal debt
  - Foreign debt at book value

|                         |               |                 |
|-------------------------|---------------|-----------------|
| USA Dollars             | 256 303 483 = | R381 735 446,30 |
| German Mark             | 250 000 000 = | R148 782 955,42 |
| Swiss Franc             | 141 349 065 = | R168 850 756,15 |
| European Currency Units | 20 946 000 =  | R21 980 051,52  |
| (ECU)                   |               | R721 349 209,39 |

(2) (a) and (b) The amount of R2 741 000 000 does not appear under the Man Division "Commitments in respect of loans by community councils". Above-mentioned amount represents the estimated amount of the discount with which the gross amount to be borrowed by means of Government Stock issues will be reduced during the 1991/92 financial year. In accordance with section 20 of the Exchange Act, 1975 (Act 66 of 1975) discount costs shall be deemed to be expenditure chargeable to the State Revenue Account and the net amount so borrowed shall be increased by the amount of such costs in the State Revenue Account. Since the discount therefore realizes as an expenditure as well as an income in the State Revenue Account during a financial year, it is, for the sake of completeness, shown as expenditure under the item "Cost of raising loans" and deducted under the item "Discount" so that only the net amount to be borrowed is eventually budgeted for in the State Revenue Account.

(2) whether in respect of the above-mentioned vote he will furnish further information on the amount of R2 741 000 000 appearing under the item "Commitments in respect of loans by community councils", if not, why not, if so, what are the details of the (a) capital sum to which the cost of concluding loans relates and (b) amounts per foreign exchange unit?

**The MINISTER OF FINANCE**

B1136E

|                     |
|---------------------|
| R94 283 439 560,51  |
| R11 740 000 000,00  |
| R106 023 439 560,51 |
| R105 302 090 351,12 |

| OBJECTIVE  | BUDGET       |
|--|--------------|
| Internal Research  | R782 000     |
| External Research  | R301 000     |
| Regulation and promotion of training                     |              |
| Centres and schemes                                      | R1 446 000   |
| Financial assistance to certain schemes                  |              |
| South African Agricultural Union                         | R1 500 000   |
| Cash Allowances  | R3 350 000   |
| Training in Labour Relations                             | R650 000     |
| Rebate Training  | R4 500 000   |
| Manpower Development Fund                                | R1 000       |
| Regulation of apprenticeship training                    | R4 392 000   |
| Regulation of artisan training                           | R4 317 000   |
| Training of workseekers                                  |              |
| Establishment and regulation                             | R3 719 000   |
| Contributions to fund for training of unemployed persons | R75 000 000  |
| Training in certain occupations                          | R1 000       |
| Central Organisation for Trade Testing                   | R9 505 000   |
| Administrative auxiliary services                        | R568 000     |
| Training and development of personnel                    | R9 000       |
| Total  | R110 607 000 |

435 Mr P J PAULLUS asked the Minister of Manpower +

Whether, with regard to Vote No 15—Manpower, he will subdivide the amount of R110 607 000 under Main Division 4—"Training", according to aims, if not, why not, if so, what are the relevant details? B1141E

**The MINISTER OF MANPOWER**

| OBJECTIVE               | BUDGET   |
|-------------------------|----------|
| National Training Board |          |
| Administration          | R566 000 |

450 Adv J J S PRINSL OQ asked the Minister of Defence +

Whether, with regard to Vote No 6—Defence Force, he will subdivide according to aims the amount of R4 173 538 under Main Division 7—"Special Defence Account" for the financial year ending 31 March 1992, if not, why not, if so, what are the relevant details? B1165E

ARGUS 19/6/91

## Commonwealth aid boost for SA blacks 179

### The Argus Foreign Service

LONDON — The Commonwealth is to bolster its training programme for black South Africans with the provision of 1 500 new awards for training and work experience

The new scheme will, unlike previous similar programmes, lay emphasis on internal, rather than foreign, training

A statement from the Commonwealth said "Training for black South Africans is a vital step in that country's transformation into a non-racial democracy, and must seek to redress the imbalance of skills between whites and blacks as much as possible over the next 15-18 months"

The new plan has been put forward by a human resource expert group which recently undertook a comprehensive study of the future skills and educational needs of a post-apartheid South Africa

According to the group, areas in which training was urgently needed were

- Central administration, including the judicial, legal, economic, police and security services

- Local government structures including all essential services

- Technical services, including management of educational institutions, communications and transport

A precondition of internal training would be that it benefited the victims of apartheid, contributed specifically to the process of change and did not undermine the Commonwealth's anti-apartheid sanctions policy

The group also suggested closer co-operation between selected South African institutions and their Commonwealth counterparts, particularly in the area of teacher training

Looking to the future, the group warned that the need for the training of black South Africans was made even more acute by the possible inflow of skilled and semi-skilled labour from the neighbouring countries as soon as apartheid was abolished, which would compete with local labour for a dwindling number of jobs

# 'Historic' training scheme planned

w/mant 21/6-27/6/91  
THE car assembly sector is poised to introduce South Africa's first industry education and training board, in line with revolutionary proposals by the National Union of Metalworkers.

Despite the dispute in the sector, which turns on pay and job security, Numsa and auto employers have reached virtual consensus on a "historic" new training dispensation, says the union's Gavin Hartford.

Unions and employers will have equal representation on the board, which is to be established by October this year with employer funding.

Numsa demands for proportional representation are, however, still in dispute.

The purpose, Hartford said, would be to consolidate and broaden existing plant-based training according to national standards and link it to industry needs and restructuring.

Training will be modular and competency-based, offering opportunities for all workers "from sweeper to engineer".

Included in the board's scope will be adult basic education and literacy.

The board will also seek to redress race and gender discrimination, including educational disadvantage.

NUMSA DEMANDS FOR PROPORTIONAL REPRESENTATION ARE, HOWEVER, STILL IN DISPUTE.

# Council increases its training budget

JOHANNESBURG City Council has increased its training budget by 22% despite the recession

The council has budgeted R14m this year for human resource development, compared with R11m last year

Management committee chairman Ian Davidson said yesterday that unlike other organisations, the council had responded to trying times by redoubling activities such as training, and literacy and skills upgrading

*Bl Day 9/7/91*

**TANIA LEVY**

Business Day recently reported that most businesses had cut back sharply on apprentice training during the economic slump

Davidson said the council's provision for apprentice training had been increased from R500 000 last year to R2,9m this year. More than 50 new apprentices would be taken on this year, bringing to about 200 the number of apprentices trained annually.

*(179)* *(43)*

About R1,4m has been allocated to subsidise 1840 council employees studying in fields ranging from nature conservation and public health to engineering and property valuation

The council had allocated R1m for skills upgrading, the first phase of which involved expanding the council's literacy and language programme, said Davidson

Ten new instructor posts had been created

# Unions' officials complete law course

THE UCT Department of Labour Law recently concluded a four-week training course for trade union officers.

This was the first time that members of the country's two major trade unions, Cosatu and Nactu, had participated in a joint venture.

The course was designed to enhance the practical legal skills of union organisers, thereby making them independent of lawyers.

Ms Sarah Christie, the course co-ordinator, said UCT was responding to the concerns of the unions about the high cost of legal fees and the inaccessibility of lawyers.

Although two of the participants had legal qualifications the rest of the 22-strong class had no formal legal background.

Teachers were drawn from people in the legal field who had experience in dealing with industrial disputes as well as two industrial relations experts.

Ms Christie said the course would be run annually.

The Department of Labour Law is in the process of compiling an officer's manual on labour law.

## 'Billions needed for training'

810 24

11/7/91

GERALD REILLY

179

PRETORIA — To realise SA's growth potential government, and particularly the private sector, will have to spend many more billions of rands in the next decade on education and training.

This is the conclusion reached in a recent study by Business and Marketing Intelligence (BMI).

BMI chairman Jonathan Harrod said yesterday about R25bn a year was spent at present on formal, non-formal and in-service training.

Of this, about R8bn was spent by the private sector and R4bn by corporations and businesses. Individuals spent another R4bn, mostly on formal education.

Harrod said studies showed total spending would have to rise to about R40bn before the end of the century if there was to be any hope for the provision of necessary skills in the right numbers.

He said it was clear that government would be unable to substantially increase its contribution.

The responsibility would fall on the private sector, mostly the business sector, to see that sufficient funds were available to fill schools, technikons and universities with the right human material.

"The demand for skilled workers even now is enormous and cannot be met. If we don't act swiftly we are heading for a drastic shortage of skilled workers which could strangle development," Harrod said.



# SAB supports informal sector growth in Free State

South African 27/6/91

By JOSHUA RABOROKO

SOUTH Africa's survival as a viable, strong region depends on the creation of a strong, integrated economy and the abolition of poverty.

Handing over a cheque for R20 000 to the Institute for Development of Entrepreneurial Activity (Idea) in Bloemfontein, the general manager of the South African Breweries Beer Division, Mr Andre Parker, said: "This is particularly true in the Free State where a large part of the black population is caught up in a state of spiralling poverty and where the largest city, Bloemfontein, does not have a thriving industrial infrastructure.

## Unemployed

He said: "To create the jobs needed between now and the turn of the century requires an economic growth of five percent, our track record for the past six years is about one percent.

"If that trend continues there will be between seven to nine million unemployed people in the formal business sector by 2000.

He said that the informal business sector, which has already provided jobs for about three million people, could be employing up to eight million by the turn of the century. Any sector with that kind of growth deserved support, he added

## Strategy

The institute, which is financed by a group of companies in the private sector, was launched two years ago to address the critical shortage of training facilities for entrepreneurs and to provide small support system for small business.

It emphasises the critical shortage of training before they enter any business venture as research has shown that only two out of 10 new businesses survive after five years.

A spokesman for the institute said its strategy of long-term involvement will lead to a substantial increase in the number of small businesses and their success rate, which would play an important role in the economic upliftment of the Bloemfontein area.

ARG 27/6/91 (179)

# Training scheme 'helped 11 000'

By SHARON SOROUR  
Labour Reporter

MORE than 11 000 unemployed people in the Western Cape have benefited this year from the Department of Manpower's training programme, at a cost of more than R5 million

Western Cape regional director Mr Willie Marais said training and work-creation programmes were high priority in the department

"About 62 percent of the department's budget is spent on these two schemes," Mr Marais said

The mission of the chief directorate of manpower training was to improve the level of competence of every member of the labour force through training and development

The government allocated about R75-million a year to the department's programmes

Training adviser Mr H K Enderstein said since 1985, when the training scheme started, R440 million had been allocated to train unemployed people

The training was done by contractors hired by the department.

"From November 1989 to November 1990, 365 contractors trained people at 571 venues throughout the country

"In the Western Cape there are 47 contractors training people at 71 venues," Mr Enderstein said

About 30 percent of the trainees were now employed in the formal sector, he said

Certain criteria had to be met by the employer regarding the training centre, the standard of training, the aftercare of trainees and the financial position of the employer

Trainees were paid a daily allowance of R7 to cover travel and food expenses

The department paid the contractor a daily rate varying from R25 to R50 a day for each trainee and the R7 daily allowance, Mr Enderstein said

Work-creation programmes, also started in 1985, set out to create employment and fixed assets

"Since 1986 R87 million has been spent to create work, with over 192 000 people involved and 4 290 houses built," Mr Enderstein said

ARG 27/6/91 (179)

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# How to apply for a bursary

New Nation (Leaning Nation)

(179) 28/6-4/7/91

Everyone is starting to apply for bursaries for next year. You think, "I must also apply for a bursary." Then you think, "Where do I find a bursary, and how do I go about it?"

When you try to find a bursary you need to ask yourself a few questions first:

- What is a bursary?
- Why do I want a bursary?
- What is the difference between a bursary, a scholarship and a loan?
- Where can I look for bursaries, scholarships and loans?

## What is a bursary?

A bursary is financial assistance. It is money given to students for study or training in a specific field. There are often conditions which are used to select the students who receive bursaries. Most often, bursaries are given to students who are in financial need, in other words, students who do not have money for study. Academic merit, that is when students have done well at school, is an equally important condition. Sometimes bursaries carry employment conditions which state that you have to work for a company or organisation for as long as you have held the bursary. Other bursary organisations also expect that you play an active role in your community.

Bursaries are awarded by commerce, industry, the public sector (government), religious organisations or other bursary funds. These organisations usually wish to encourage people to study in a certain direction, such as science or engineering. Therefore, there are more bursaries available in some areas than in others. Bursaries also award different amounts of money, some giving more than others.

## Why do I want a bursary?

This is the most important question, because when you apply for a bursary, the organisation or company which gives bursaries will be sure to ask it. The answer seems easy. You answer, "Because I want to study further and get a good education."

This answer is good, but not good enough. Organisations, companies, the public service or religious organisations who give bursaries, give them with a purpose. They need people who want to train to become skilled in a field which they can use. For example, a mining company will not be likely to pay for you to become an actor or an artist, but will be more likely to pay if you want to become a mining engineer or a geologist. They need people who are skilled in engineering or geology to do the work they need done.

People who award bursaries also need to be sure that they will not waste their money. They need to know how well you have done at school and what results you have achieved. You need to convince them that you are worthy of their support.

They also look at the subjects you have taken at school. For example, a mining company will require that you have a good knowledge of mathematics and physical science before they award you a bursary to study engineering or geology.

As you can see, this question is very important. Think about it carefully. If you are in Form 2 and must decide on which subjects to take for matric, first think about what you want to become and then choose the subjects that will help you. If you find this difficult, write to us at the Education Information Centre (EIC), P.O. Box 62270, Marshalltown 2107 or Vaal Office, 2nd Floor, Trevor Building, Voortrekker Road, Vereeniging, 1939. We will try to help you.

## What is the difference between a bursary, a scholarship and a loan?

Scholarships are awarded for academic merit - and excellent school record. They usually have no employment conditions attached. Like bursaries, they do not all pay the same amount of money - some pay tuition only, some pay for books only, some pay all costs. There are more scholarships for science, engineering and commerce.

Loans are sums of money lent to students for the purpose of study by banks, training institutions or universities. A loan always has to be paid back, usually at a low rate of interest. Usually it has to be repaid once students have completed their studies and have found employment. Loans also need the backing of a guarantor. The guarantor must be a person who is employed and who promises to repay the money if the student cannot do so. The guarantor has to sign an agreement, or contract, with the bank or institution to promise that the money will be repaid. If a loan is not repaid, the guarantor can be taken to court and be forced to repay the loan.

## Where can I look for bursaries, scholarships and loans?

You can apply at training institutions, such as universities and colleges, religious organisations, clubs, societies or your local municipality. You can ask the employers of friends and relatives about bursaries, or enquire from the institute or council of the career field that interests you. You can also read newspapers and magazines regularly and ask for information at the local library or your local career centre.

Here are two examples of letters received by EIC requesting information on bursaries.

Dear Sir

### REQUEST FOR A LIST OF BURSARIES

I would like to apply for bursaries and would appreciate it if you send me list of bursaries.

I am 20 yrs of age and hope to receive my Std 10 Certificate at the end of this year. The subjects I am doing presently are as follows: Iswara as first language, Afrikaans and English in (Higher Grade), Mathematics, Biology and Physical Science in (Higher Grade) and I wish to study Microbiology or Chemical Engineering at University next year.

I eagerly await your reply.

Yours sincerely

EDUCATION INFORMATION CENTRE  
P O Box 62270  
MARSHALLTOWN  
2107

Sir

### APPLICATION FOR FINANCIAL ASSISTANCE

I hereby apply for financial assistance for the year 1992. I did apply but I received a note from you telling me that it was too late for me to apply by that time for this year it would be better to apply now for the year 1992 so this is my second application. At the present moment I am doing my matric at Masiyile High School in Kayelitsha. My subjects are as follows: Accounting, Business Economics, Biology, Maths and the three languages. I want to do Cost and Management Accounting. I am a female of 19 years old.

Hoping that my application will reach your favourable consideration as you did for the first time.

Next week we will look at the following questions:

- How do I find out about bursaries?
- Are there important things to remember about bursaries?
- When do I start to apply for a bursary?
- What do I do next?
- Is there anything more that I need to know?

This article was written by EIC

EDUCATION INFORMATION CENTRE

Third Floor, Khotso House  
62 Marshall Street, Johannesburg, 2001  
P O Box 62270, Marshalltown, 2107  
Telephone (011) 834-7861  
Facsimile (011) 834-7867  
Fund Raising Number 01 100388 000 3  
Company Number 82 04734 08

**E·I·C**

## CAREER

# Side by side with the architects

Star 28/6/91.

All technikons, except the RSA and OFS technikons, offer a three-year National Diploma in Architecture for architectural technicians.

Architectural technicians function as practical assistants to the architect by preparing drawings from presentation stage to complete working drawings and details.

Other duties include the surveying of sites and existing buildings and dealing with local authorities when drawings are submitted for approval.

The technikon course is conducted on a

Architectural technicians work as assistants to architects. One must complete a technikon course to enter this profession.

"sandwich" basis — six months of academic training each year interspersed with six months of practical work for an employer.

The main subjects are draughtsmanship, construction technology and elements of architectural design.

Architectural technicians are employed by private architectural

practices, local authorities, government departments and other organisations involved in building design.

A senior certificate or equivalent qualification is required to register for the National Diploma (Architecture)

A pass in mathematics and one science subject is a recommendation, and is required by some technikons.

Contact one of the technikons offering the course for more details

*The A to Z of Careers  
published by Don  
Nelson*

# Dutch: 'Good word for SA'

179 CT 28/6/91

Staff Reporter

NOW that it has officially renewed relations with South Africa, the Netherlands will use its position as new EC leader to influence the trade policies of other European nations towards the post-apartheid country

This was the message of a high-powered Dutch trade mission which visited South Africa this week formally to renew relations and to announce a R20m investment by The Haig in black education and training

The Netherlands takes its turn at the rotating EC presidency on Monday and will be in a position to influence the attitude of other member nations towards South Africa, delegation leader and Dutch foreign economic relations

director-general Mr F A Engering told journalists yesterday

But he warned that while the Dutch private sector — one of the world's biggest sources of foreign investment — was keen to invest in South Africa, it would not do so until there was certainty that the country's future economy would be based on free-market principles

"The R20m investment is the start of a new policy aimed at developmental projects. But, it is small by comparison with the trade and investment opportunities which will open up as a result of the renewal of special political, cultural and economic relations between South Africa and the Netherlands," Mr Engering said

He said that last year the Dutch private sector invested the equivalent of R35bn in other countries

But, while trade opportunities look promising in the short term, because they involve shorter contracts, large-scale investment by the private sector is subject to tough conditions which may materialise only in a couple of years

"No businessman in the world will invest in a country which is in the process of negotiating new constitutional and economic settlements," Mr Engering said

He said the trade mission, organised by the Netherlands Centre for Trade Promotion, will be followed up in January with an exhibition featuring the Netherlands's 10 major economic sectors

NP MP



# More to a job than

# just making money

South African companies pour millions into on-the-job skills training. The next logical step is an organisation that learns, from the top to the bottom, says a corporate training expert.

Behind most present corporate education systems lies the assumption that the mission of a business is to make money, not to learn. The rationale is if you want to study you can go to a university or a technikon.

As a result, corporate in-house training is often nothing more than a haphazard crisis-response to a skills shortage which is holding up productivity or affecting service, says Dr Karen Toombs, former teacher, university business lecturer and now head of training for a large computer company based in Rosebank, Johannesburg.

Standards of private company training vary tremendously, courses lack structure, and there is little recognition for it outside of the company, she says.

"Also, what is clear is that South African companies today need more than skills training in particular areas. They are facing a critical need to develop the human resources base in general," she says.

"Schools aren't doing it, and probably won't do it adequately for a long time. We are finding we have to rejuvenate our 'intellectual capital' ourselves."

Dr Toombs says this has led her company, Undata, beyond skills training to a new, larger in-house training concept the "learning organisation".

The idea of a company that "learns" comes from the

for 1/1/91

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pioneering end of management thinking in the United States and Japan, which has identified continuous, self-directed learning as an integral part of adult life, growth and the ability to cope with change.

Companies, the analogy goes, must also be able to learn — if they want to adapt, grow and meet demands in rapidly changing times.

Clearly a company's collective ability to learn depends on the capacity of its individual employees.

Therefore making a company into a learning organisation means constantly giving all employees — from top to bottom — the opportunity to educate themselves and upgrade their skills.

## Conviction

This approach rests on the conviction that human beings have many needs besides money they need challenge, responsibility, the space to contribute ideas and follow them through, and the recognition and reward of excellence.

If this is the case it follows that the way to motivate people to be more effective, valuable employees is to offer them these opportunities for life-work fulfilment.

"Yes, it is," Dr Toombs agrees, "but none of this means the company becomes a charity organisation. The bottom line is

still the bottom line profit for the shareholders.

"It is just that companies are starting to realise that people in an organisation are their most valuable strategic resource. Effective human resource investment, and fostering real staff loyalty, is the path to profit."

Dr Toombs admits the idea of a learning organisation implies drastic changes in corporate culture. Some quarters see a huge threat.

She has had to spend a lot of time doing internal PR selling the idea within the company.

Typical responses are "I know how to do my job" and "what difference will it make to me?"

Part of the problem, she says, is that learning is hard. People don't like being exposed, least of all at work. For many people the idea of having to learn something is an admission of incompetence or a personal deficiency.

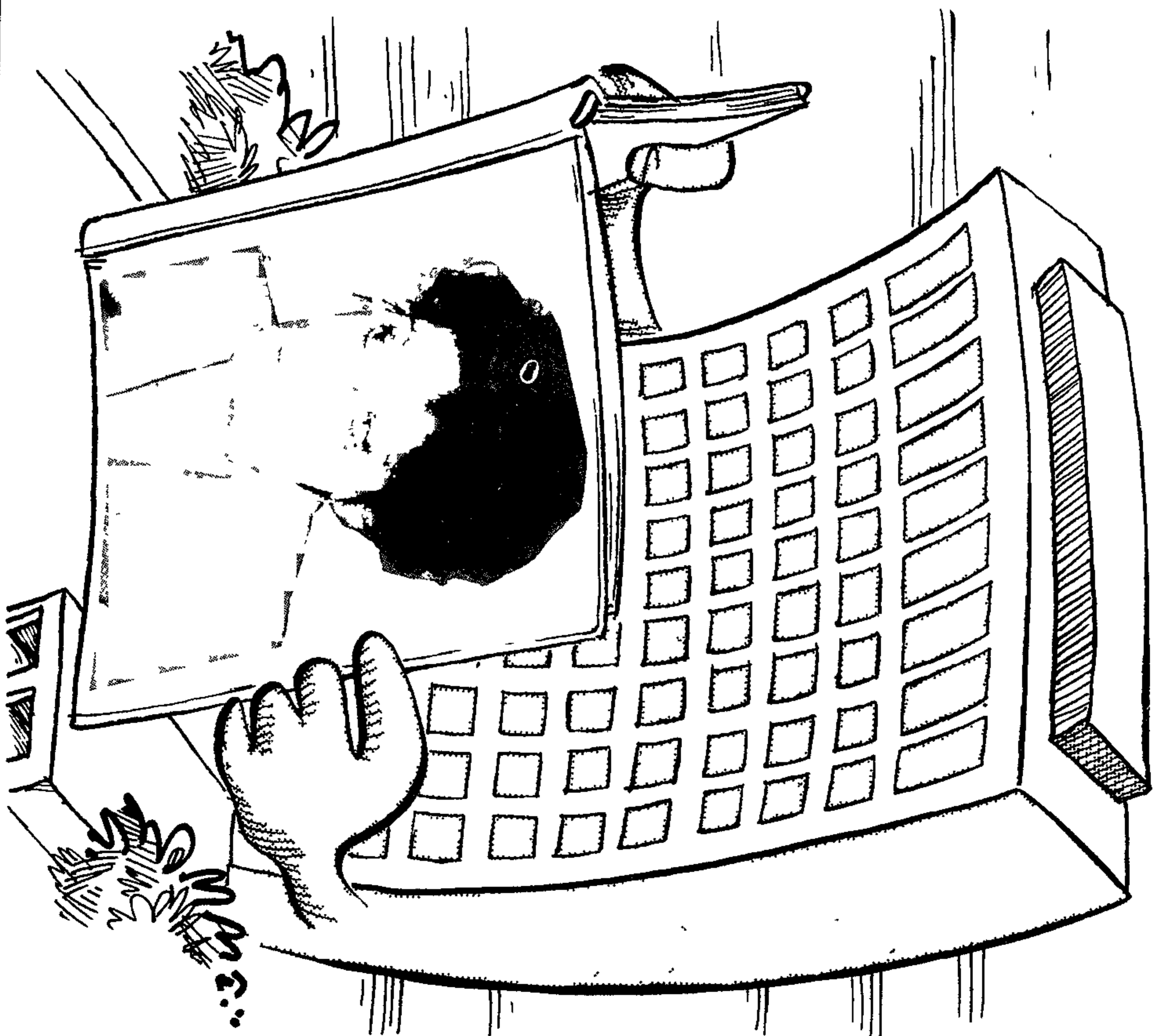
Courses (covering all costs) are developed in-house in areas considered necessary for the company.

"Our biggest problem," Dr Toombs says, "is to overcome the 'so what' syndrome which happens as soon as education parts company with the real work situation."

"Staff on a course will meet for three hours once a week, over a number of months. At the end they write an exam."

"But first prize goes to the ones who can make the skills count out there."

ADAM GORDON



Corporate challenge ... the company of the future will be a learning organisation, says educationist Dr Karen Toombs.

# Applying for bursaries: 2

New Nation (Learner Nation) 5/7/91 (179)

Last week we tried to find answers to questions like why we need bursaries, what is a bursary, what is the difference between a bursary, a scholarship and a loan and where we can look for bursaries. This week we will look at the following questions:

- How do I find out about bursaries?
- Are there important things to remember about bursaries?
- When do I apply for a bursary?
- How do I apply?
- What do I do next?
- How do I find out about bursaries?

## How do I find out about bursaries?

Every year, the Education Information Centre (EIC) publishes a Bursary Register. The EIC does not award bursaries, it only gives free information on bursaries which are available. The Register lists almost all the bursaries which are available for study at school, Technikon, technical colleges, universities and study through correspondence. Once you have decided in which direction you would like to study and where you would like to study, you can write to EIC, P O Box 62270, Marshalltown, 2107 and request a list of bursaries for your specific field. If you have problems in deciding what to do, you can go and see EIC at their offices on the 3rd floor, Khotso House, 62 Marshall Street, Marshalltown. We also have a Vaal office which you can write to or visit - the address is 2nd floor, Trevor Building, Voortrekker road, Vereeniging, 1939. Here are examples of the sort of things we can help you with: career information - like lists for physiotherapy or law, theology or commerce or agriculture, a list of bursaries available for correspondence study, teacher training, secondary schooling or commercial colleges. And so on.

Here is an example from the list of bursaries available for technikon. There are some important things we have to notice.

| NAME & ADDRESS  | WHO CAN APPLY  | CLOSING DATE |
|---|--|--------------|
| Accounting Technicians Bursary Programme (ABASA) Bursary Officer P O Box 5262 2000 JOHANNESBURG | BLACK, COLOURED & INDIAN residents of SA. Matriculants to pursue NATIONAL Diploma in ACCOUNTING at any Technikon. Must have ACCOUNTING & ENGLISH OR ENGLISH AND MATHS as matric subjects | 30 October   |

There are three columns: the first column tells you which company or organisation awards bursaries and supplies the name and address.

The second column tells you who should apply for these bursaries. This is a most important column. It states clearly who is eligible, that is whose applications will be considered. For example, sometimes only men who are of the Catholic faith are eligible. This means that only men (no women!) who are Catholics will be considered. Other bursaries are for women only, others for men and women under a certain age or with certain qualifications only. Very often it is stated, OPEN TO ALL. Then anyone can apply.

**WARNING** Please read the second column very carefully. It will be a waste of time, paper and stamps to apply for a bursary for which you are not eligible. So start off by marking all those bursaries for which you are eligible.

The third column states the date on which applications for that specific bursary close. If you can apply for that bursary (in other words, you are eligible!), make sure that your application is posted long before the closing date so that the application arrives in time. Late applications are never considered. Often applications only close in September or October. This does not mean that you can relax. You need to write now to ask for an application form to fill in. Therefore, the sooner you apply the better.

## Are there important things to remember about bursaries?

The most important thing to remember is that there are too few bursaries. Thousands of students apply for these bursaries. Therefore you must apply for as many bursaries as you can. If you apply for only one bursary, the chances are good that you will not get that bursary. In addition, you need to remember that you will probably be studying for at least 3-4 years. You have to plan to get money for the whole period, not only one year.

So be prepared for disappointment - you may not be successful the first time or the second time. Try to make a plan to do something else if you do not get a bursary.

Perhaps you could enrol for a short course. This means that while you are waiting for the opportunity to study what you most want to, at least you are learning another skill. It may even help you for future bursary applications!

## When do I start to apply for a bursary?

**TODAY**, not tomorrow. Write to EIC today to request a bursary list (EIC, P O Box, 62270, Marshalltown 2107) it will take some time for EIC to process your request. Then you have to study your list and choose the bursaries which you are interested in.

## How do I start?

Once you have made your choice, get some paper envelopes, and enough 25c stamps. Use a blue or black pen and write a letter to each organisation to request an application form. This is a good example of such a letter.

YOUR NAME  
YOUR ADDRESS  
DATE

BURSAR'S NAME  
BURSAR'S ADDRESS

Dear Sir/Madam

Application forms for a bursary

I am at present in Standard ..... at the ..... school. My subjects are ..... Next year I intend studying a ..... course at ..... (college, school, university). I want to find out about the bursaries you offer. I would be grateful if you could send me an application form.

Yours sincerely,

SIGN YOUR NAME

PRINT YOUR NAME IN BLOCK LETTERS

## What do I do next?

While you are waiting for the application forms to arrive, make photocopies of the results of the most recent examination you have passed, and of your birth certificate. Take these to your local post office or police station to have them certified by a commissioner of oaths. This means that they are stamped by the commissioner who states that it is a true copy of the original document. Never post the original documents with an application, always send certified copies. Now you are ready to complete the forms when they arrive.

## Some things to remember when you complete the application forms

- read the forms carefully
- make a note of the documents which are required
- fill in the forms in pencil first
- keep the forms in good condition
- ask a friend or relative to check it with you to see that you have done everything correctly
- answer all the questions
- complete the form neatly in PRINT, that is block letters
- use black or blue ink only
- be completely honest
- be completely accurate
- include certified copies of the required documents
- use an envelope which is big enough for all the documents
- copy the address correctly
- have the letters weighed at the post office to make sure that you use enough stamps

## EDUCATION INFORMATION CENTRE

Third Floor, Khotso House,  
62 Marshall Street, Johannesburg, 2001  
P O Box 62270, Marshalltown, 2107  
Telephone (011) 834-7861  
Facsimile (011) 834-7867  
Fund Raising Number 01 100388 000 3  
Company Number 82 04734 08

# E·I·C



## CAREER

# Training to enter the furniture industry

(179)  
SW  
6/7/91

Trainees must be over 21 years of age and have to serve a four-year period of training

Trainees are trained in terms of the apprenticeship schedule of training

They are required to attend one block course a year relating to his trade at the Furniture Industry Training Board

Trainees must complete all four blocks by the end of the four-year period.

The trainee's progress is monitored by the agents of the In-

The furniture industry offers a wide variety of career opportunities. In this the second article on a career in the industry, we conclude the discussion on training.

Industrial Council and successful trainees are issued with a certificate.

The completion of the four-year traineeship period is considered a separate and terminating contract

between the employer and the trainee.

After apprenticeship or traineeship, a journeyman can continue his training by improving his expertise

He can also become supervisor or foreman using the Furniture Industry Training Board courses

● For further information contact the Furniture Industry Training Board, Box 8407, Johannesburg 2000 Tel. (011) 331-9740.

Revised from "The A to Z of Careers", published by Don Nelson



Success . . . after a four-year training period you will be a qualified furniture craftsman.

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# Developing accounting skills among black South Africans

New Nation (Learning Nation)

12/7-18/7/91



Bantu education has deprived many people of the skills needed to build democratic organisation. This is a demonstration against Bantu Education which took place in 1955. Pic: Bailey's African Photo Archives

South Africa is currently in short supply of professional, technical and skilled people. The shortage of these skills is greatest amongst the black population. However, as South Africa moves towards a new political dispensation there will be pressure on all structures, academic institutions and professional bodies to be representative of all ranks. We need skilled people to help build our organisations on the ground.

Many people believe that South Africa has a major role in the development of the rest of Africa. This will also place more demands on the limited skilled people, creating yet further shortages.

### An accountancy initiative in South Africa

One of the major skill shortages is among accountants. There are only 42 black accountants in South Africa. During October 1990 representatives of Acca, The Chartered Association of Certified Accounts, came to South Africa to look into possibilities of getting Acca established in South Africa. Acca has worked with the Open University in Britain in developing a comprehensive set of materials for distance learners wanting to study accountancy. The course is divided into modules which can be used for a number of accounting qualifications leading up to full certification.

This programme has been tested in a number of countries in Africa and Asia. The Acca open learning programme will promote the development of basic accounting skills and will also extend access to these skills in community organisations. A number of organisations were invited to an explanatory meeting which was hosted by The Association of Black Accountants of Southern Africa (Abasa). The participating organisations which serve as a working committee are:

- Abasa
- SACHED (DUSSPRO & LACOM)

- BMF (Black Management Forum)
- CDHR (Centre for Development of Human Resources ANC)
- Acca

Other organisations have been invited to participate. These are Kagiso Trust, UNISA, I E B, NAFCOC, FABCOS, COSATU, Dave Douglas and Associates, etc

### Recognition of Accasa

\* Abasa has held initial discussions with the Minister of Finance, the Financial Services Board and Public Accountants and Auditors' Board. The latter institution showed openness to the idea and requested that a detailed proposal for recognition be forwarded.

\* It has also met the Head of the Department of Education Services at the HSRC and an evaluation of the Acca qualification is being considered.

\* The Working Committee has also asked Abasa to compare the Acca with all other relevant accounting qualifications such as CIS, IAT, et cetera.

### Preparing for Accasa

The working committee will organise a training programme for facilitators of the seminars. These facilitators will be recruited from different areas. Acca has agreed to assist the committee in conducting the programme for about 25 facilitators some time in August 1991. The purpose of the training will be to:

- \* help facilitators gain a better understanding of the project,
- \* initiate the facilitators into the open learning material; and

\* to establish a nucleus of people who will ensure the sustainability of the project into the future.

After training, the facilitator will organise regional seminars in major centres around the country. The purpose of the seminars will be to involve organisations in the identification of suitable content, testing of the methodology and the promotion of the programme.

The Working Committee is planning to launch the new programme at the beginning of 1992.

The Working Committee has decided to call this initiative "Project Accasa" - Acca and South Africa.

Are you interested in finding out more about Accasa or would you like to join the programme? If you are interested write to

Mashudu Romano  
c/o SACHED TRUST  
6th floor  
Allied Building  
236 Bree Street  
P O Box 11350  
Johannesburg  
2000

or  
Abasa  
c/o Imogen  
P O Box 5282  
Johannesburg  
2000

or

The Centre for the Development of Human Resources  
60 De Korte Street  
Braamfontein  
P O Box 32280  
Braamfontein



CTU's training centre at Maccauvlei

# Holistic view of development is critical to corporate success

*8/Dec/91 24/7/91*  
 A HOLISTIC view of training and development is critical to the success of an organisation, says Central Training Unit (CTU) manager Johan Swanepoel.

CTU, a branch of Anglo American, consults in organisation development, training and development to companies across the country.

Swanepoel says "Training should not be conducted in a vacuum, but in a continuum. There is a need for a new paradigm in this area."

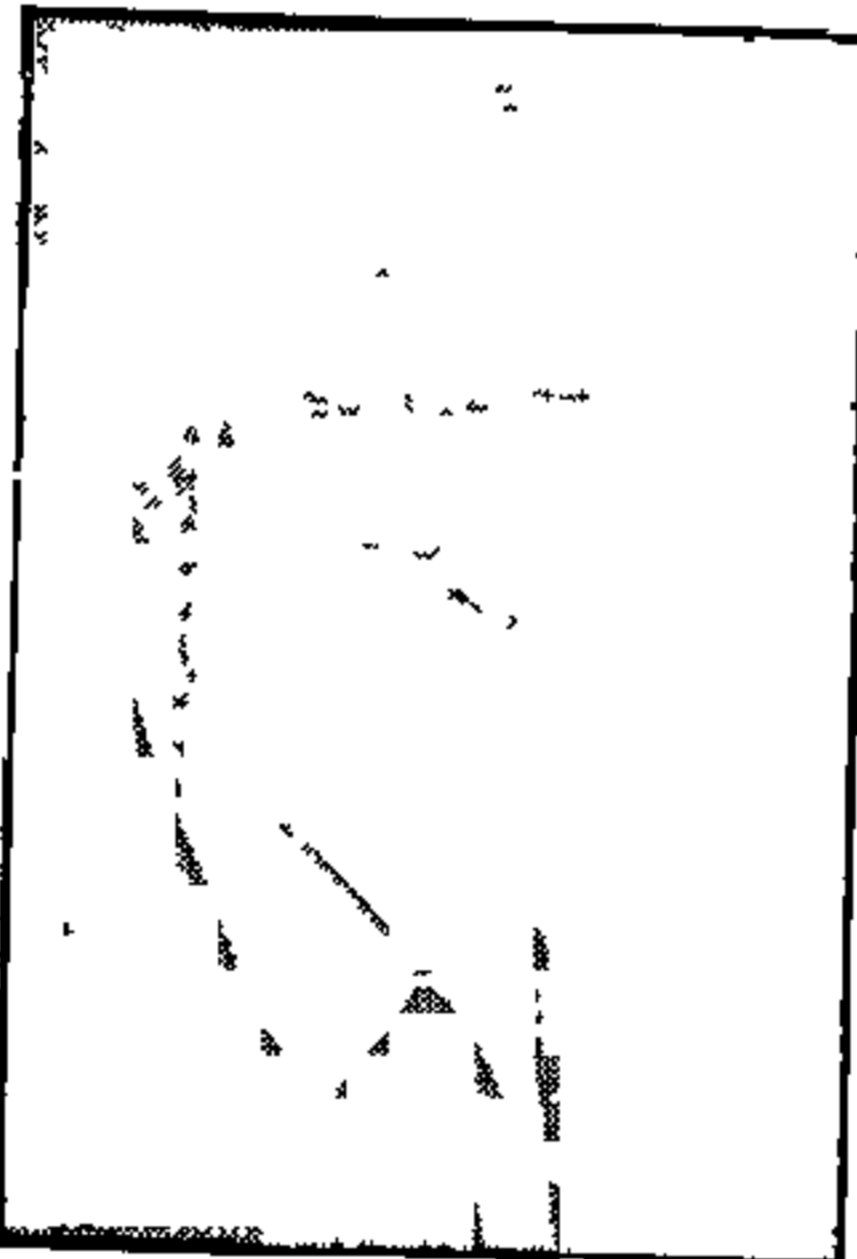
Lack of education is a major problem in SA, he says.

"Education is the foundation on which you build and if the building blocks are not in place, there is a domino effect."

He says the under-utilisation of potential in SA is vast, partly because schools do not prepare people for the world of work.

"Nothing will change until educators and businesses get together to establish better criteria for successful products from the education system."

CTU's organisation develop-



JOHAN SWANEPOEL

ment unit operates in three areas — the individual, the team and the organisation.

The task of the first, organisation development, is to help organisations become more effective. CTU employs diagnostic tools to measure a company's "health" and training needs.

It also assesses individual workers.

"Once a company is under-

*(179)*  
 stood and evaluated it becomes possible to improve and re-align many of the human resource systems," Swanepoel says.

Its work also involves general training with courses and seminars.

The CTU's Business Preparedness Programme is designed to help bridge the gap between formal education and what is required in the corporate world.

The course outline says schools and universities do not teach the aspirant executive how to deal with stress, pick winning teams or make effective decisions.

They also do not equip him to demonstrate flexibility, innovation or creativity — survival skills in the corporate world.

Instead, the formal education system teaches blind obedience, unquestioning loyalty and an intolerance of criticism.

The course, run by product manager Don Wiggill, includes personal and business communication, career management, leadership, self management, basic finance and computers.

**9. Training courses**

An employer must provide an apprentice with modular practical and institutional training or have him trained in the trade for which he is indentured, according to the training schedule and procedure as approved by the Board and issued to the employer from time to time

No. R 1632

12 July 1991

MANPOWER TRAINING ACT, 1981

TRAINING SCHEME FOR THE CIVIL  
ENGINEERING INDUSTRY

I, Eli van der Merwe Louw, Minister of Manpower—

(a) hereby withdraw, in terms of section 39 (6) read with section 39 (3) of the Manpower Training Act, 1981, Government Notice No. R. 2332 of 29 October 1982, as extended by Government Notices Nos. R. 2528 of 8 November 1985 and R. 2623 of 23 December 1988, as amended by Government Notice No. R. 2735 of 15 December 1989, with effect from the second Monday after the date of publication of this notice; and

(b) hereby declares, in terms of section 39 (5) of the said Act, that the provisions of the Scheme which appears in the Schedule hereto, shall be binding, with effect from the second Monday after the date of publication of this notice and for a period ending one year from the said date, upon all employers and employees engaged or employed in the Civil Engineering Industry in the Republic of South Africa.

**E. VAN DER M. LOUW,**

Minister of Manpower.

**SCHEDULE**

The Training Scheme for the Civil Engineering Industry, hereinafter referred to as "the Industry", has been established by the South African Federation of Civil Engineering Contractors for the training of employees in the Industry and provides for the establishment of a Fund for the purposes of the Scheme, the payment of contributions to the Fund by employers in the Industry, and the appointment of the Civil Engineering Industry Training Board to administer the Fund, which shall be called the "Civil Engineering Industry Training and Development Fund"

**1. NAME OF THE SCHEME**

The name of the Scheme shall be the "Civil Engineering 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 Civil Engineering Industry in the Republic of South Africa

**9. Opleidingskursusse**

'n Werkgewer moet 'n vakleerling modulêre, praktiese en institusionele onderrig gee of laat onderrig in die ambag waarvoor hy ingeboek is, volgens die opleidingskedule en prosedure wat deur die Raad goedgekeur en van tyd tot tyd aan die werkgewer beskikbaar gestel word.

No. R. 1632

12 Julie 1991

WET OP MANNEKRAGOPLEIDING, 1981

OPLEIDINGSKEMA VIR DIE SIVIELE  
INGENIEURSNYWERHEID

Ek, Eli van der Merwe Louw, Minister van Mannekrag—

(a) trek hierby, kragtens artikel 39 (6) saamgelees met artikel 39 (3) van die Wet op Mannekragopleiding, 1981, Goewermentskennisgewing No. R 2332 van 29 Oktober 1982, soos verleng by Goewermentskennisgewings Nos. R 2528 van 8 November 1985 en R. 2623 van 23 Desember 1988, soos gewysig by Goewermentskennisgewing No. R. 2735 van 15 Desember 1989, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing, in; en

(b) verklaar hierby, kragtens artikel 39 (5) van genoemde Wet, 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 en vir 'n tydperk wat een jaar vanaf genoemde datum eindig, bindend is vir alle werkgewers en werknemers wat betrokke is by of in diens is in die Siviele Ingenieursnywerheid in die Republiek van Suid-Afrika.

**E. VAN DER M. LOUW,**

Minister van Mannekrag.

**BYLAE**

Die Opleidingskema vir die Siviele Ingenieursnywerheid, hierna genoem "die Nywerheid", is ingestel deur die Suid-Afrikaanse Federasie van Aannemers vir Siviele Ingenieurswerk vir die opleiding van werknemers in die Nywerheid en maak voorsiening vir die instelling van 'n Fonds vir die doeleindes van die Skema; die betaling van bydraes aan die Fonds deur werkgewers in die Nywerheid; en die aanwysing van die Siviele Ingenieursnywerheid Opleidingsraad om die Fonds, wat as die "siviele Ingenieursnywerheid Opleidings- en Ontwikkelingsfonds" bekend sal staan, te administreer.

**1. NAAM VAN DIE SKEMA**

Die naam van die Skema is die "Opleidingskema van die Siviele Ingenieursnywerheid"

**2. TOEPASSINGSBESTEK VAN DIE SKEMA**

Die bepalings van die Skema moet nagekom word deur alle werkgewers en werknemers in die Siviele Ingenieursnywerheid in die Republiek van Suid-Afrika.

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## 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 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),

“**Board**” means the Civil Engineering Industry Training Board,

“**Civil Engineering Industry**” or “**Industry**” means (subject to the provisions of the demarcation determination published under Government Notice No R. 1831 of 11 October 1968, as amended from time to time), the industry in which employers (other than local authorities and the State) and employees are associated for the purpose of carrying out work of a civil engineering character and includes such work in connection with any one or more of the following activities

(a) The construction of aerodrome runways or aprons, aqueducts, bins or bunkers; bridges; cable ducts, caissons, rafts or other marine structures; canals, cooling, water or other towers; dams; docks; harbours; quays or wharves, earthworks; encasements, housings or supports for plant, machinery or equipment; factory or works chimneys; filter beds; land or sea defence works; mine headgears, pipelines, piers, railways; reservoirs; river works; roads or streets; sewage works; sewers; shafts or tunnels, silos, sportsfields or grounds; swimming baths, viaducts or water treatment plants;

(b) excavation work or the construction of foundations, lift shafts, piling, retaining walls, stairwells, underground parking garages or other underground structures,

(c) the asphaltting, concreting, gravelling, levelling or paving of parking areas, pavements, roads, streets, aerodrome runways or aprons, premises or sites; and further includes—

(i) any work of a similar nature or work incidental to or consequent on any of the aforesaid activities, and

(ii) the making, repairing, checking or overhauling of tools, vehicles, plant, machinery or equipment in workshops which are conducted by employers engaged in any of the activities referred to in paragraphs (a) to (c) inclusive,

but excluding—

(aa) work in connection with any one or more of the activities specified in (b) above where such work, when undertaken in connection with the erection of structures having the general character of buildings and irrespective of whether or not such work involves problems of a civil engineering character, are carried out by employers erecting such structures,

(ab) work in connection with any one or more of the activities specified in (c) above when undertaken as incidental operation in connection with the erection of structures having the general character of buildings or when undertaken by the employers erecting such structures, and

## 3. WOORDOMSKRYWINGS

Enige uitdrukking wat in hierdie Skema gebruik en in die Wet op Mannekragopleiding, 1981, omskryf word, het dieselfde betekenis as in die Wet en enige verwysing na die Wet omvat enige wysigings aan die Wet en enige regulasies uitgevaardig ingevolge die Wet en, tensy onbestaanbaar met die sinsverband, beteken—

“**Federasie**” die Suid-Afrikaanse Federasie van Aannemers vir Siviele Ingenieurswerk,

“**Fonds**” die Siviele Ingenieursnywerheid Opleidings- en Ontwikkelingsfonds bedoel in klousule 5;

“**Raad**” die Siviele Ingenieursnywerheid Opleidingsraad;

“**Registrateur**” die Registrateur van Mannekragopleiding aangestel kragtens die Wet,

“**Siviele Ingenieursnywerheid**” of “**Nywerheid**” (behoudens die bepalinge van die afbakeningsvasstelling gepubliseer by Goewermentskennisgewing No. R 1831 van 11 Oktober 1968, soos van tyd tot tyd gewysig) die Nywerheid waarin werkgewers (uitgesonderd plaaslik owerhede en die Staat) en werknemers met mekaar geassosieer is vir die verrigting van werk van siviele ingenieursaard, en omvat dit sodanige werk wat verband hou met een of meer van die volgende werksaamhede.

(a) Die konstruksie van vliegveldaanloopbane of -laaiblaaie, waterkanale, opgaarkuile of brandstofruime; brûe; kabelgange, caissons, vlotte of ander skeepstrukture; kanale, koeltorings, watertorings of ander torings; damme, dokke; hawens; kaaië of skeepswerwe, grondwerke; bedekkings, omhulsels of stutte vir installasies, masjinerie of uitrusting; fabriek- of werkeskoorstene, filtreerbeddings, land- of seeverdedigingswerke, mynskagtorings; pypleidinge, piere, treinspoore, reservoirs, rivierwerke, paaie of strate, roolwerke, role, skagte of tonnels; silo's sportvelde of -terreine, swembaddens; viadukte of waterbehandelingsinstallasies,

(b) uitgrawingswerk of die konstruksie van fundamente, hyserskagte, heiwere, keermure, trapkuile, ondergrondse parkeergarages of ander ondergrondse strukture,

(c) die asfaltering, betonnering, begruising, gelykmaking of bestrating van parkeergebiede, sypaadjies, paaie, strate, vliegveldaanloopbane of laaiblaaie, persele of terreine; en omvat dit verder—

(i) alle werk van 'n soortgelyke aard of werk wat gepaard gaan met of voortspruit uit enige van voormelde werksaamhede, en

(ii) die maak, herstel, nagaan of opknapping van gereedskap, voertuie, installasies, masjinerie of uitrusting in werkwinkels wat bedryf word deur werkgewers wat betrokke is by enige een van die werksaamhede wat in paragraaf (a) tot en met (c) bedoel word,

maar uitgesonderd—

(aa) werk wat verband hou met een of meer van die werksaamhede in (b) hierbo uiteengesit, waar sodanige werk, wanneer dit onderneem word in verband met die oprigting van strukture wat die algemene kenmerk van geboue het en, ongeag of sodanige werk probleme van siviele ingenieursaard behels al dan nie, gedoen word deur die werkgewers wat sodanige strukture oprig,

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(ac) any work falling within the scope of the Iron, Steel, Engineering and Metallurgical Industries as defined in the Agreement published under Government Notice No. R. 479 of 29 March 1974,

**"employee"** means any employee, as defined in the Act, who is employed by or who performs work 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,

**"Federation"** means the South African Federation of Civil Engineering Contractors,

**"Fund"** means the Civil Engineering Industry Training and Development Fund referred to in clause 5,

**"Registrar"** means the Registrar of Manpower Training appointed in terms of the Act, and

**"Scheme"** means the Civil Engineering Industry Training Scheme.

#### 4. OBJECTS OF THE SCHEME

The objects of the Scheme shall be—

(a) to provide the necessary funds to ensure an adequate supply of trained employees for the Industry and to assist financially 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 and the objects of the Board as set out in its constitution

#### 5. CIVIL ENGINEERING INDUSTRY TRAINING AND DEVELOPMENT FUND

(1) The Civil Engineering Industry Training Fund, established in terms of Government Notice No R. 2352 of 22 December 1972, is hereby continued and shall, with effect from the date of coming into operation of this Scheme be known as the Civil Engineering Industry Training and Development Fund

(2) The Fund shall be administered by the 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 monies of the Fund; and

(c) any other monies to which the Fund may become entitled.

(4) The monies 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 CIVIL ENGINEERING INDUSTRY TRAINING BOARD

(1) The Civil Engineering Industry Training Board has been established by the South African Federation of Civil Engineering Contractors in accordance with a constitution approved by the Registrar

(ab) werk wat verband hou met een of meer van die werksaamhede in (c) hierbo uiteengesit, wanneer dit onderneem word as 'n bykomstige werksaamheid in verband met die oprigting van strukture wat die algemene kenmerk van geboue het of wanneer dit onderneem word deur die werkgewers wat sodanige strukture oprig, en

(ac) enige werk wat binne die bestek van die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerhede val, soos omskryf in die Ooreenkoms wat by Goewermentskennisgewing No. R 479 van 29 Maart 1974 gepubliseer is;

**"Skema"** die Opleidingskema vir die Siviele Ingenieursnywerheid

**"werkgewer"** enige werkgewer soos in die Wet omskryf, wat enige werknemer in diens het of van werk voorsien in die Nywerheid,

**"werknemer"** enige werknemer soos in die Wet omskryf, wat in diens is by of werk vir 'n werkgewer in die Nywerheid, en

**"Wet"** die Wet op Mannekragoopleiding, 1981 (Wet No. 56 van 1981).

#### 4. DOELSTELLINGS VAN DIE SKEMA

Die doelstellings van die Skema is—

(a) om die nodige fondse te voorsien ten einde te verseker dat voldoende opgeleide werknemers vir die Nywerheid beskikbaar is en om die opleiding en ontwikkeling van werknemers op alle vlakke in die Nywerheid finansiëel te ondersteun sodat alle bydraende werkgewers gelyke geleenthede vir die opleiding en ontwikkeling van hul werknemers sal hê; en

(b) om die administrasie en doelstellings van die Raad, soos in sy konstitusie uiteengesit, te finansier.

#### 5. SIVIELE INGENIEURSNYWERHEID OPLEIDINGS- EN ONTWIKKELINGSFONDS

(1) Die Opleidingsfonds vir die Siviele Ingenieursnywerheid, ingestel ingevolge Goewermentskennisgewing No. R. 2352 van 22 Desember 1972, word hiermee voortgesit en sal vanaf die datum van inwerking-treding van hierdie Skema bekend staan as die Siviele Ingenieursnywerheid Opleidings- en Ontwikkelingsfonds

(2) Die Fonds sal deur die Raad geadministreer word.

(3) In die Fonds word inbetaal—

(a) opleidingsheffings kragtens klousule 7 van hierdie Skema,

(b) rente en/of kapitaal aanwas wat voortvloei uit die belegging van enige geld van die Fonds, en

(c) enige ander gelde waarop die Fonds geregtig mag word.

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

#### 6. INSTELLING EN FUNKSIES VAN DIE SIVIELE INGENIEURSNYWERHEID OPLEIDINGSRAAD

(1) Die Siviele Ingenieursnywerheid Opleidingsraad is deur die Suid-Afrikaanse Federasie van Aannemers vir Siviele Ingenieurswerk ingestel in ooreenstemming met die konstitusie wat deur die Registrateur goedgekeur is

(2) The Board has the power to deal with all matters falling within the scope of the objects of the Scheme as set out in clause 4 (179) (2)

#### 7. RETURNS AND CONTRIBUTIONS TO THE FUND

(1) From the Scheme's date of coming into operation every employer in the Industry shall—

(a) submit to the Board, at P O Box 644, Bedfordview, 2008, or such other address as may be advised by the Board in writing to the employer, by the 21st day of the second month following the end of each quarter, a return showing the total salaries and wages paid by him to all his employees, excluding Directors, employed in the Industry, as well as the total number of such employees employed by him, during the three calendar months proceeding 31 March, 30 June, 30 September and 31 December of each year, which returns shall be certified annually by a public auditor or in the case of a Close Corporation, by an accounting officer,

(b) pay, by cheque, to the Civil Engineering Industry Training and Development Fund, a levy of 0,6 per cent of the total salaries and wages paid by him to all such employees as were employed by him in the Industry during the period covered by the return referred to in paragraph (a), which cheque shall accompany the said return.

(2) If any employee is employed partly in the Civil Engineering Industry and partly in another industry, the proportion of the total salaries and wages of such an employee to which the levy is to be applied, shall be the same proportion as the ratio of work done in the Civil Engineering Industry to the total work done by the employee

(3) The 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 Schedule 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 of the Board, the contributions to be made or 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 in a banking account in the name of the Fund within seven (7) days of receipt thereof. Provided that one sixth of the 0,6 per cent contribution, being 0,1 per cent of the total salary and wage return as received in terms of clause 7 (1) (b), shall be deposited in a separate account for the purpose of financing Faculties of Civil Engineering Departments at Universities in the Republic of South Africa for the benefit of the Industry

(2) Die Raad het die bevoegdheid om met alle sake binne die bestek van die doelstellings van hierdie Skema, soos in klousule 4 uiteengesit, te handel.

#### 7. OPGAWES EN BYDRAES TOT DIE FONDS

(1) Vanaf die datum van inwerkingtreding van hierdie Skema moet elke werkgewer in die Nywerheid—

(a) by die Raad te Posbus 644, Bedfordview, 2008, of sodanige ander adres as wat die Raad skriftelik aan die werkgewer mag verwittig, teen die 21ste dag van die tweede maand wat volg op die einde van elke kwartaal, 'n opgawe indien van die totale salarisse en lone wat deur hom betaal is aan al sy werknemers, Direkteure uitgesluit, wat in die Nywerheid in diens was, asook van die getal sodanige werknemers wat in sy diens was, gedurende die drie kalendermaande wat 31 Maart, 30 Junie, 30 September en 31 Desember van elke jaar voorafgaan, welke opgawes jaarliks deur 'n openbare ouditeur, of in die geval van 'n Beslote Korporasie, deur 'n rekenpligtige amptenaar gesertifiseer moet wees; en

(b) aan die Siviele Ingenieursnywerheid Opleidings- en Ontwikkelingsfonds 'n heffing betaal, per tjek, van 0,6 persent van die totale salarisse en lone wat die werkgewer betaal het aan alle sodanige werknemers wat by hom in diens was in die Nywerheid gedurende die tydperk gedek deur die opgawe in paragraaf (a) bedoel, welke tjek die genoemde opgawe moet vergeesel

(2) Indien 'n werknemer gedeeltelik in die Siviele Ingenieursnywerheid en gedeeltelik in 'n ander nywerheid in diens is, moet die gedeelte van die totale salarisse en lone van sodanige werknemers waarop die heffing betaalbaar is, in dieselfde verhouding wees as die verhouding waarin die werk deur die werknemer in die Siviele Ingenieursnywerheid verrig, staan tot die totale werk deur hom verrig.

(3) 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 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 opleidingsaansporings wat ingevolge die Skema verskaf word en die prosedure wat vir die instelling van eise teen die Fonds gevolg moet word, moet insluit

#### 9. FINANSIES

(1) Alle gelde wat ontvang word, moet inbetaal word in 'n bankrekening in die naam van die Fonds binne (7) sewe dae na ontvangs daarvan. Met dien verstande dat een sesde van die 0,6 persent bydrae, te wete 0,1 persent van die totale salaris- en loonopgawe, soos ontvang ooreenkomstig klousule 7 (1) (b), in 'n aparte rekening gedeponeer word vir die doeleindes van die finansiering van die Fakulteite van Siviele Ingenieursdepartemente aan universiteite in die Republiek van Suid-Afrika tot voordeel van die Nywerheid.

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 (2) All payments made out of the Fund shall be made by cheque drawn on the banking account and shall be signed by the Director of the Board and co-signed by any other person authorized thereto 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 as contemplated in 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 on 30 June. Two copies of the audited accounts shall be made available to the Federation and a copy shall be forwarded to the Registrar. Copies shall also be furnished to all contributors to the Fund, on request

#### 10. DISSOLUTION OF THE FUND

(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, after consultation with the Federation.

(2) All administrative charges and liabilities of the Scheme shall then be charged against the Board

(3) The Registrar shall be notified in good time of the termination of the Scheme

#### 11. AGENTS

(1) 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

(2) The agent shall be empowered to enter any establishment in the Industry and question the employer or any employee for the purpose of ascertaining whether or not the provisions of clause 7 are being observed

(3) The appointment of an agent may be withdrawn 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 arising from any act performed in their *bona fide* administration of the Fund, or arising from the negligence or 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 or thing, save individual wilful or fraudulent acts on the part of such members as can be held responsible and any such member shall be reimbursed by the Fund for any liability incurred by him in defending any proceedings, whether civil or criminal, arising from an allegation involving bad faith in which judgment is given in his favour or in which he is acquitted.

(2) Alle betalings wat uit die Fonds gemaak word moet geskied by wyse van 'n tjek getrek teen die bankrekening van die Skema en geteken deur die Direkteur van die Raad en medeonderteken deur enige ander persoon wat skriftelik deur die Raad daartoe gemagtig is.

(3) Fondse wat nie vir onmiddellike gebruik nodig is nie, moet na die goeddunke van die Raad belê word in—

(a) binnelandse geregistreerde effekte soos 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 moet jaarliks 'n openbare ouditeur aanstel, wat uit die Fonds betaal moet word, om die rekening van die Fonds te audit vir die periode wat op 30 Junie eindig. Twee afskrifte van die geouditeerde state moet beskikbaar gestel word aan die Federasie en 'n afskrif moet aan die Registrateur versend word. Afskrifte moet ook op versoek beskikbaar gestel word aan alle bydraers tot die Fonds.

#### 10. ONTBINDING VAN DIE FONDS

(1) By die beëindiging van die Skema, moet die bates van die Fonds aan die Raad oorgedra word, wat in ooreenstemming met sy konstitusie en na oorleg met die Federasie daarvoor moet beskik

(2) Alle administratiewe koste en skulde van die Skema word dan teen die Raad in berekening gebring.

(3) Die Registrateur moet vroegtydig van die beëindiging van die Skema in kennis gestel word

#### 11. AGENTE

(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.

(2) 'n Agent het die mag om enige instelling in die Nywerheid te betree en die werkgewer of enige werknemer te ondervra ten einde vas te stel of die bepalinge van klousule 7 nagekom word al dan nie

(3) Die aanstelling van 'n agent kan te eniger tyd en om watter rede ookal deur die Raad teruggetrek word.

#### 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 wat aanspreeklik gehou kan word en enige sodanige lid moet deur die Fonds vergoed word vir enige aanspreeklikheid opgelopen deur hom in die verdediging van enige vervolging, hetsy siviël of strafregtelik, voortspruitend uit 'n bewering waarby kwade trou betrokke is en waarin regspraak in sy guns gelever word of waarvan hy vrygespreek word



**179** 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, must be submitted to the Civil Engineering Industry Training Board, P.O. Box 644, Bedfordview, 2008, which shall forward such application together with any recommendation by the Board to the Director-General: Manpower.

**No. R. 1636****12 July 1991**

## LABOUR RELATIONS ACT, 1956

## ELECTRICAL INDUSTRY (NATAL): RENEWAL OF AGREEMENT FOR THE ELECTRICAL CONTRACTING SECTION

I, Dennis van der Walt, Director: Labour Relations, duly authorised thereto by the Minister of Manpower, hereby, in terms of section 48 (4) (a) (ii) of the Labour Relations Act, 1956, declare the provisions of Government Notices Nos. R. 2748 of 11 December 1987, R. 1660 of 19 August 1988, R. 398 of 23 February 1990 and R. 136 of 25 January 1991, to be effective from the date of publication of this notice and for the period ending 30 September 1991.

**D. VAN DER WALT,**

Director: Labour Relations

**No. R. 1637****12 July 1991**

## LABOUR RELATIONS ACT, 1956

## CLOTHING INDUSTRY, EASTERN PROVINCE. RENEWAL OF PROVIDENT FUND AGREEMENT

I, Dennis van der Walt, Director: Labour Relations, duly authorised thereto by the Minister of Manpower, hereby, in terms of section 48 (4) (a) (ii) of the Labour Relations Act, 1956, declare the provisions of Government Notice No. R. 706 of 5 April 1991 to be effective from the date of publication of this notice and for the period ending 30 June 1992.

**D. VAN DER WALT,**

Director: Labour Relations

**DEPARTMENT OF TRADE AND INDUSTRY****No. R. 1606****12 July 1991**

## PRICE CONTROL ACT, 1964

## MAXIMUM DEPOSITS IN RESPECT OF RETURNABLE SOFT DRINK BOTTLES

I, Hermanus Hendrikus Jacobus Steyn, Price Controller, do hereby in terms of section 5 of the Price Control Act, 1964 (Act No. 25 of 1964), prescribe as follows:

## 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 Siviële Ingenieursnywerheid Opleidingsraad, Posbus 644, Bedfordview, 2008, ingedien word, wat sodanige aansoek tesame met enige aanbeveling deur die Raad moet deurstuur na die Direkteur-generaal: Mannekrag.

**No. R. 1636****12 Julie 1991**

## WET OP ARBEIDSVERHOUDING, 1956

## ELEKTROTEGNIËSE NYWERHEID (NATAL): HERNUWING VAN OOREENKOMS VIR DIE ELEKTROTEGNIËSE AANNEMINGSEKSIE

Ek, Dennis van der Walt, Direkteur: Arbeidsverhoudinge, behoorlik daartoe gemagtig deur die Minister van Mannekrag, verklaar hierby, kragtens artikel 48 (4) (a) (ii) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van Goewermentskennisgewings Nos. R. 2748 van 11 Desember 1987, R. 1660 van 19 Augustus 1988, R. 398 van 23 Februarie 1990 en R. 136 van 25 Januarie 1991, van krag is vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 30 September 1991 eindig.

**D. VAN DER WALT,**

Direkteur: Arbeidsverhoudinge.

**No. R. 1637****12 Julie 1991**

## WET OP ARBEIDSVERHOUDINGE, 1956

## KLERASIENYWERHEID, OOSTELIKE PROVINSIE. HERNUWING VAN VOORSORGFONDSOOREENKOMS

Ek, Dennis van der Walt, Direkteur: Arbeidsverhoudinge, behoorlik daartoe gemagtig deur die Minister van Mannekrag, verklaar hierby, kragtens artikel 48 (4) (a) (ii) van die Wet op Arbeidsverhoudinge, 1956, dat die bepalings van Goewermentskennisgewing No. R. 706 van 5 April 1991 van krag is vanaf die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 30 Junie 1992 eindig.

**D. VAN DER WALT,**

Direkteur: Arbeidsverhoudinge

**DEPARTEMENT VAN HANDEL EN NYWERHEID****No. R. 1606****12 Julie 1991**

## WET OP PRYSBEHEER, 1964

## MAKSIMUM DEPOSITO'S TEN OPSIGTE VAN TERUGSTUURBARE KOELDRANKBOTTELS

Ek, Hermanus Hendrikus Jacobus Steyn, Pryscontroleur, bepaal hierby ingevolge artikel 5 van die Wet op Prysbeheer, 1964 (Wet No. 25 van 1964), soos volg:

**DEPARTMENT OF JUSTICE**

No. R. 1627 12 July 1991

ADMINISTRATION OF ESTATES ACT, 1965  
(ACT No. 66 OF 1965)**AMENDMENT OF REGULATIONS**

The Minister of Justice has, under section 103 of the Administration of Estates Act, 1965 (Act No. 66 of 1965), made the regulations in the Schedule

**SCHEDULE**

1 In this Schedule "the Regulations" means the regulations published under Government Notice No R. 473 of 24 March 1972, as amended by Government Notices Nos R 817 of 13 May 1977, R 1209 of 13 June 1980, R 2542 of 20 November 1981, R 2482 of 1 November 1985, R. 655 of 11 April 1986, R 2738 of 11 December 1987, R 610 of 31 March 1989, R 1208 of 9 June 1989, R. 1921 of 17 August 1990 and R 1602 of 1 July 1991.

2. Regulation 10 of the Regulations is hereby amended by the substitution for paragraph (a) of sub-regulation (1) of the following paragraph.

"(a) When own conveyance is used, R1,00 per kilometre"

**DEPARTMENT OF MANPOWER**

No. R. 1631 12 July 1991

MANPOWER TRAINING ACT, 1981  
(ACT No. 56 OF 1981)**APPRENTICESHIP TRAINING BOARD FOR LOCAL AUTHORITIES. DESIGNATION OF TRADES AND PRESCRIPTION OF CONDITIONS OF APPRENTICESHIP**

I, Eli van der Merwe Louw, Minister of Manpower, acting in terms of section 13 of the Manpower Training Act, 1981, hereby—

(a) designate, with effect from the second Monday after the date of publication of his notice, the under-mentioned trades as trades to which the Act shall apply for the Local Authority Undertaking in the Republic of South Africa:

- (1) Auto Body Repairer; (5)
- (2) Automotive Electrician; (6)
- (3) Blacksmith; (2)
- (4) Bricklayer, (4)
- (5) Carpenter and Joiner; (10)
- (6) Electrician; (1)
- (7) Fitter and Turner, (7)
- (8) Painter and Decorator; (9)
- (9) Plater/Welder; (8)
- (10) Plumber; (3)
- (11) Vehicle Mechanic; (11),

(b) prescribe, with effect from the second Monday after the date of publication of this notice, the conditions set out below as Conditions of Apprenticeship in respect of the trades in the Industry and the area mentioned in paragraph (a), and

**DEPARTEMENT VAN JUSTISIE**

No. R. 1627 12 Julie 1991

BOEDELWET, 1965  
(WET No. 66 VAN 1965)**WYSIGING VAN REGULASIES**

Die Minister van Justisie het kragtens artikel 103 van die Boedelwet, 1965 (Wet No. 66 van 1965), die regulasies in die Bylae uitgevaardig.

**BYLAE**

1 In hierdie Bylae beteken "die Regulasies" die regulasies afgekondig by Goewermentskennisgewing No. R 473 van 24 Maart 1972, soos gewysig by Goewermentskennisgewings Nos. R 817 van 13 Mei 1977, R 1209 van 13 Junie 1980, R. 2542 van 20 November 1981, R. 2482 van 1 November 1985, R 655 van 11 April 1986, R 2738 van 11 Desember 1987, R 610 van 31 Maart 1989, R 1208 van 9 Junie 1989, R 1921 van 17 Augustus 1990 en R 1602 van 1 Julie 1991.

2 Regulasie 10 van die Regulasies word hierby gewysig deur paragraaf (a) van subregulasie (1) deur die volgende paragraaf te vervang

"(a) Wanneer eie vervoer gebruik word, R1,00 per kilometer"

**DEPARTEMENT VAN MANNEKRAG**

No. R. 1631 12 Julie 1991

WET OP MANNEKRAGOPLEIDING, 1981  
(WET No. 56 VAN 1981)**VAKLEERLINGOPLEIDINGSRAAD VIR PLAASLIKE OWERHEDE. AANWYSING VAN AMBAGTE EN VOORSKRYWING VAN LEERVOORWAARDES**

Ek, Eli van der Merwe Louw, Minister van Mannekrag, handelende kragtens artikel 13 van die Wet op Mannekragopleiding, 1981—

(a) wys hierby vir die Plaaslike Owerheidsonderneming in die Republiek van Suid-Afrika die ondervermelde ambagte aan as ambagte ten opsigte waarvan die Wet met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing van toepassing is

- (1) Elektrisien; (6)
- (2) Grofsmid; (3)
- (3) Loodgieter; (10)
- (4) Messelaar, (4)
- (5) Motorbakhersteller; (1)
- (6) Motorelektrisien, (2)
- (7) Passer en draaier, (7)
- (8) Plaatwerker/Sweiser; (9)
- (9) Skilder en versierwerker; (8)
- (10) Timmerman en skrynwerker, (5)
- (11) Voertuigwerktuigkundige; (11),

(b) skryf hierby, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing, die leervoordes hieronder uiteengesit, voor as Leervoordes ten opsigte van die ambagte aangewys in paragraaf (a) in die Nywerheid en die gebied daarin genoem, en

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(c) withdraw Government Notices Nos R. 2858 of 28 December 1979 (as applied by Government Notice No. R 706 of 11 April 1980) and 2558 of 24 November 1989 with effect from the second Monday after the date of publication of this notice Provided that clauses 2, 3, 4, 6 and 7 of Government Notices Nos R 2858 of 28 December 1979 and 2558 of 24 November 1989 remain applicable with regard to apprentices whose contracts of apprenticeship have been entered into prior to the date of the coming into operation of this notice

For the purpose of this notice—

“employer” means a Local Authority as defined herein,

“Local Authority” means a local authority as defined in the Promotion of Local Government Affairs Act, 1983 (Act No 91 of 1983), and also a joint services council established in terms of section 4 of the Joint Services for KwaZulu and Natal Act, 1990 (Act No. 84 of 1990); and

“Local Authority Undertaking” means the industry in which Local Authorities and their employees are associated for the purpose of the instituting, continuing and finishing of any act, scheme or activity which may be undertaken by a Local Authority

**E. VAN DER M. LOÛW,**  
 Minister of Manpower

## CONDITIONS OF APPRENTICESHIP

### 1. Qualifications for commencing apprenticeship

The minimum age, educational qualifications and competencies to commence apprenticeship are—

- (1) 16 years; and
- (2) (a) for all the trades, excluding the trade of electrician, Standard VII or a statement of attainment issued by or on behalf of the school attended by the apprentice, in which is confirmed that he passed at the Standard VII level, or an introductory technical college certificate or the elementary technical certificate, or any other qualification deemed by the Apprentice Training Board for Local Authorities (hereinafter referred to as “the Board”) to be equivalent, or
- (b) for the trade electrician Standard VIII or a statement of attainment issued by or on behalf of the school attended by the apprentice, or the National Technical Certificate, Part 1 (N1), or any other qualification deemed by the Board to be equivalent, and
- (3) meeting the selection criteria as determined by the Board.

### 2. Period of apprenticeship

- (1) The period of apprenticeship for all the trades shall be determined by the apprentice's progress through the modules, but shall not exceed three years (156 weeks)

(c) trek hierby Goewermentskennisgewings Nos. R 2858 van 28 Desember 1979 (soos toegepas by Goewermentskennisgewing No R 706 van 11 April 1980) en 2558 van 24 November 1989 in, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing Met dien verstande dat klousules 2, 3, 4, 6 en 7 van Goewermentskennisgewings Nos R 2858 van 28 Desember 1979 en 2558 van 24 November 1989 van toepassing bly ten opsigte van vakleerlinge wie se kontrakte van vakleerlingskap aangegaan is voor die datum van inwerkingtreding van hierdie kennisgewing.

Vir die doeleindes van hierdie kennisgewing beteken—

“Plaaslike Owerheid” ’n plaaslike owerheid soos omskryf in die Wet op die Bevordering van Plaaslike Owerheidsaangeleenthede, 1983 (Wet No 91 van 1983), en ook ’n gesamentlike diensteraad ingestel kragtens artikel 4 van die Wet op Gesamentlike Dienste vir Kwazulu en Natal, 1990 (Wet No. 84 van 1990);

“Plaaslike Owerheidsonderneming” die nywerheid waarin Plaaslike Owerhede en hul werknemers geassosieer is vir die instelling, voortsetting en afhandeling van enige handeling, skema of aktiwiteit wat deur ’n Plaaslike Owerheid onderneem mag word, en

“werkgever” ’n Plaaslike Owerheid soos hierin omskryf

**E. VAN DER M. LOUW,**  
 Minister van Mannekrag

## LEERVOORWAARDES

### 1. Kwalifikasies om met vakleerlingskap te begin

Die minimum ouderdom, opvoedkundige kwalifikasies en bevoegdheids om met vakleerlingskap te begin, is—

- (1) 16 jaar, en
- (2) (a) vir al die ambagte, uitgesonderd die ambag elektrisien, standerd VII of ’n verklaring van prestasie uitgereik deur of namens die skool wat deur die vakleerling bygewoon is, waarin gemeld word dat hy op die standerd VII-vlak geslaag het, of ’n inleidende tegniese kollege sertifikaat of die elementêre tegniese sertifikaat, of enige ander kwalifikasie wat deur die Vakleerlingopleidingsraad vir Plaaslike Owerhede (hierna “die Raad” genoem) geag word gelykwaardig te wees; of
- (b) vir die ambag elektrisien standerd VIII of ’n verklaring van prestasie uitgereik deur of namens die skool wat deur die vakleerling bygewoon is, of die Nasionale Tegniese Sertifikaat Deel 1 (N1), of enige ander kwalifikasie wat deur die Raad geag word gelykwaardig te wees, en
- (3) voldoening aan die keuringskriteria soos voorgeskryf deur die Raad.

### 2. Leertyd

- (1) Die leertyd vir al die ambagte sal bepaal word deur die vakleerling se vordering deur die modules maar sal nie drie jaar (156 weke) oorskry nie.

(2) (a) The maximum period of apprenticeship of three years (156 weeks) shall include normal holiday leave, sick leave of up to 30 days per annum and time spent at technical institutions and shall exclude all other absences including sick leave in excess of 30 days per annum and time spent on compulsory military or police service in terms of the Defence Act, 1957 (Act No 44 of 1957) or the Police Act, 1958 (Act No 7 of 1958).

(b) The minimum period of practical in-service experience is 52 weeks and is included in the maximum period of three years.

(3) The employer of an apprentice shall notify the Board within seven days after the commencement of any absence not included in terms of subclause (2) (a) in the maximum period of apprenticeship and shall do likewise within seven days after the return of the apprentice from such absence.

(4) The minimum period referred to in subclause (2) (b) may be reduced by the Board with periods proportionate to previous appropriate experience and/or training as evaluated and approved by the Board. Provided that the minimum period of practical experience so determined, shall not be less than 26 weeks.

(5) Where an apprentice performs sub-standard in respect of his modules or, in terms of his conditions of service, is guilty of any misconduct which may be detrimental to his performance and after disciplinary procedures have been instituted by his employer, the employer may apply to the Board for termination of the contract of apprenticeship, which may be of immediate effect as soon as the application has been approved.

### 3. Wages

(1) An employer shall remunerate an apprentice monthly at the following minimum percentages of the commencing salary or wage of a qualified artisan as applicable to the employer concerned, and which is applicable to the relevant trade:

| <i>Year of recognised service</i> | <i>Rate per month</i> |
|-----------------------------------|-----------------------|
| First year                        | 50%                   |
| Second year                       | 60%                   |
| Third year                        | 70%                   |
| Fourth year                       | 80%                   |
| Fifth year                        | 85%                   |
| Sixth year                        | 90%                   |

(2) For the purpose of this subclause "recognised service" shall include the period of uninterrupted training or service referred to in clause 2 (2) (a), whether undergone or performed prior to or after indenturing of the apprentice.

(3) (a) (i) During training or service in terms of the Defence Act, 1957, or the Police Act, 1958, the apprentice shall receive a salary according to the rate applicable to the number of years of recognised service, as indicated in subclauses (1) and (2).

(ii) Should an apprentice prefer, for whatever reason, not to receive a salary during his period of training or service in terms of the Defence Act, 1957, or the Police Act, 1958, subclause (3) (a) (i) shall not apply

(2) (a) Die maksimum leertyd van drie jaar (156 weke) sluit normale vakansieverlof, siekteverlof to 30 dae per jaar en tyd deurgebring aan tegniese inrigtings in en sluit alle ander afwesighede, insluitend siekteverlof wat 30 dae per jaar oorskry en tyd bestee aan verpligte militêre of polisie diens ingevolge die Verdedigingswet, 1957 (Wet No. 44 van 1957), of die Polisie wet, 1958 (Wet No 7 van 1958), uit.

(b) Die minimum tydperk van praktiese indiens-ondervinding is 52 weke en is ingesluit by die maksimum tydperk van drie jaar.

(3) Die werkgewer van 'n vakleerling moet die Raad binne sewe dae na die aanvang van enige afwesigheid wat nie ingevolge subklousule (2) (a) by die maksimum leertyd ingesluit is nie van sodanige afwesigheid in kennis stel en moet insgelyks handel binne sewe dae ná die vakleerling se terugkeer van sodanige afwesigheid

(4) Die minimum tydperk bedoel in subklousule (2) (b) kan deur die Raad verkort word met tydperke eweredig aan vorige toepaslike ondervinding en/of opleiding soos deur die Raad geëvalueer en goedgekeur. Met dien verstande dat die minimum tydperk van praktiese ondervinding aldus bepaal, nie minder as 26 weke sal wees nie.

(5) Waar 'n vakleerling onder standaard presteer ten opsigte van sy modules of in terme van sy diensvoorwaardes hom aan enige wangedrag skuldig maak wat sy prestasie sou benadeel en nadat dissiplinêre prosedures deur sy werkgewer gevolg is, kan die werkgewer by die Raad aansoek doen om beëindiging van die kontrak van vakleerlingskap, wat onmiddellik in werking kan tree sodra die aansoek goedgekeur is.

### 3. Lone

(1) 'n Werkgewer moet 'n vakleerling maandeliks besoldig teen minstens die volgende persentasies van die aanvangsalaris of -loon van 'n gekwalifiseerde ambagsman soos van toepassing by die betrokke werkgewer, wat op die betrokke ambag van toepassing is

| <i>Jaar van erkende diens</i> | <i>Skaal per maand</i> |
|-------------------------------|------------------------|
| Eerste jaar                   | 50%                    |
| Tweede jaar                   | 60%                    |
| Derde jaar                    | 70%                    |
| Vierde jaar                   | 80%                    |
| Vyfde jaar                    | 85%                    |
| Sesde jaar                    | 90%                    |

(2) Vir die doeleindes van hierdie subklousule sluit "erkende diens" die tydperk van ononderbroke opleiding of diens bedoel in klousule 2 (2) (a) in, hetsy ondergaan of verrig voor of na inboeking van die vakleerling

(3) (a) (i) Gedurende opleiding of diens ingevolge die Verdedigingswet, 1957 of Polisie wet, 1958, sal die vakleerling 'n loon ontvang volgens die skaal wat van toepassing is op die aantal jare erkende diens, soos aangedui in subklousules (1) en (2).

(ii) Indien 'n vakleerling sou verkies, vir watter rede ookal, om nie loon gedurende sy tydperk van opleiding of diens ingevolge die Verdedigingswet, 1957, of die Polisie wet, 1958, te ontvang nie, geld subklousule (3) (a) (i) nie

(b) Prior to granting special leave for the first period of training or service in terms of the Defence Act, 1957, or section 34A (11) of the Police Act, 1958, a written agreement must be entered into. Failing such agreement, special leave without pay for the period of absence from service shall be granted for this purpose.

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#### 4. Technical studies

(1) An apprentice who is not in possession of the minimum qualifications as stated in clause 6 (2) (b), shall attend the technical courses to obtain such technical qualifications, either by means of full-time study during working hours or by correspondence courses after hours, unless otherwise determined by the Board.

(2) (a) Where facilities exist for the attendance of technical classes by continuous course of study, within a radius of 20 km of the apprentice's residence, an apprentice shall attend such classes five days per week during normal working hours for the duration of the course, unless otherwise determined by the Board.

(b) Where facilities as contemplated in paragraph (a) do not exist within that radius, the apprentice shall follow appropriate correspondence courses, unless the employer and the apprentice agree that technical classes are to be attended on a full-time basis.

(3) (a) Where an apprentice has complied with the requirement of clause 6 (2) (b), he is entitled to continue attending further classes, in the manner prescribed in subclause (2).

(b) Further attendance of any class, course or subject, where an apprentice has not passed his first examination in the applicable course, shall be done outside working hours and at his own cost.

(4) An apprentice may not be permitted or required to report for work for the duration of a course attended in terms of subclause (2) (a).

(5) The provisions of subclause (3) are *mutatis mutandis* applicable to an apprentice who is following a correspondence course in terms of subclause 2 (b).

(6) An apprentice who is unable to attend technical classes for the duration of a continuous course of study or at least attend half an academic year of technical classes, or to follow a correspondence course, as the case may be, as a result of absence for the purpose of training or service in terms of the Defence Act, 1957, or the Police Act, 1958, may not be required to continue his studies during such a year.

(7) The provisions of subclause (3) are *mutatis mutandis* applicable to an apprentice who has complied with the provisions of clause 6 (2) (b) and who continues voluntarily with further studies related to the trade in which he is indentured.

(8) In the case of an apprentice who has to study by means of a correspondence course the apprentice will be required to write the examination by not later than at the end of the year.

(b) Alvorens spesiale verlof vir die eerste tydperk van opleiding of diens ingevolge die Verdedigingswet, 1957, of artikel 34A (11) van die Polisiewet, 1958, aan 'n vakleerling toegestaan word, moet 'n skriftelike onderneming aangegaan word. By gebrek aan sodanige ooreenkoms, moet spesiale verlof sonder betaling van die tydperk van afwesigheid van diens vir dié doel toegestaan word.

#### 4. Tegniiese studies

(1) 'n Vakleerling wat nie in besit is van die minimum kwalifikasies soos gemeld in klousule 6 (2) (b) nie, moet dié tegniiese kursusse bywoon ter verwerwing van sodanige tegniiese kwalifikasies, hetsy deur middel van voltydse studie gedurende werkure of korrespondensie kursusse buite werkure, tensy die Raad anders besluit.

(2) (a) Waar fasiliteite vir die bywoning van tegniiese klasse by wyse van 'n aaneenlopende studiekursus binne 'n straal van 20 km van die woning van 'n vakleerling bestaan, moet 'n vakleerling sodanige klasse vir die duur van die kursus vyf dae per week gedurende sy gewone werkure bywoon, tensy anders deur die Raad goedgekeur.

(b) Waar die fasiliteite bedoel in paragraaf (a) nie binne daardie straal bestaan nie, moet die vakleerling die toepaslike korrespondensiekursus volg, tensy die werkgever en die vakleerling ooreenkom dat tegniiese klasse op 'n voltydse basis bygewoon sal word.

(3) (a) Waar 'n vakleerling aan die vereiste in klousule 6 (2) (b) voldoen, is hy geregtig om voort te gaan om verdere klasse by te woon op die wyse in subklousule (2) voorgeskryf.

(b) Verdere bywoning van enige klas, kursus of vak, waarn 'n vakleerling nie tydens sy eerste eksamen in die betrokke kursus geslaag het nie, moet buite werkure en op eie koste plaasvind.

(4) Van 'n vakleerling, wat ingevolge subklousule (2) (a) klasse bywoon, mag daar nie vereis word en ook mag hy nie toegelaat word om hom vir die duur van sodanige kursus vir werk aan te meld nie.

(5) Die bepalings van subklousule (3) is *mutatis mutandis* van toepassing op 'n vakleerling wat 'n korrespondensiekursus kragtens subklousule 2 (b) volg.

(6) Van 'n vakleerling wat as gevolg van afwesigheid vir opleiding of diens ingevolge die Verdedigingswet, 1957, of die Polisiewet, 1958, nie in staat is om vir die duur van 'n aaneenlopende studiekursus tegniiese klasse by te woon, of minstens die helfte van 'n akademiese jaar tegniiese klasse by te woon, of 'n korrespondensiekursus te volg nie, na gelang van die geval, mag daar nie vereis word om sy studie gedurende sodanige jaar voort te sit nie.

(7) Die bepalings van subklousule (3) is *mutatis mutandis* van toepassing op 'n vakleerling wat voldoen het aan die bepalings van klousule 6 (2) (b) wat verdere studies in verband met die ambag waarin hy ingeboek is, vrywillig voortsit.

(8) In die geval waar 'n vakleerling deur middel van 'n korrespondensiekursus moet studeer, sal van die vakleerling verwag word om die eksamen nie later nie as aan die einde van die jaar af te lê.

### 5. Payment of class or course fees and examination fees

Subject to the provisions of clause 4 (3) (b), an employer shall pay to the relevant technical institution the class or course fees and the examination fees for which an apprentice who is required in terms of clause 4 (1), to attend courses or do correspondence courses, is liable in respect of the first attempt to obtain the relevant certificate

### 6. Trade tests

(1) (a) Every apprentice in a designated trade must pass a trade test to qualify as an artisan.

(b) Trade tests shall be conducted at a test centre, which is accredited by the Board, on a date that is mutually determined by the Board and the test centre

(2) To be accepted as a candidate for a trade test referred to in subclause (1) (a), an apprentice shall—

(a) by means of the modular study material successfully complete his institutional as well as in-service training programme which is approved for the trade concerned by the Board,

(b) except in exceptional circumstances, as approved by the Board, have obtained at least the National Technical Certificate, Part II (N2) in four subjects, or the integrated course (N2) or an equivalent technical certificate of which, in all cases referred to above, one subject must be the appropriate trade theory; and

(c) have completed the minimum period of apprenticeship in terms of clauses 2 (2) (b) and 2 (4)

(3) Should an apprentice fail his first attempt in the trade test a further two attempts may be permitted, if approved by the Board, before his maximum period of apprenticeship expires, whereafter the contract shall be terminated

(4) The costs attached to trade tests (all attempts), as mentioned in subclause (3), shall be advanced by the employer. Should an apprentice fail his trade test such costs incurred by the employer, are to be recovered from the apprentice in four equal instalments.

### 7. Log-book

A log-book, as approved by the Board, must be kept up to date by all apprentices with regard to all personal and training information. It must be checked from time to time by the training controller

### 8. Training

Should an apprentice fail his first attempt in the skills test in any specific module, a further two attempts may be permitted. The maximum period for each attempt is the same. After an apprentice has failed in his third skills test of any specific module or failed more than one attempt in any five modules, further action as contemplated in clause 2 (5) shall apply

### 5. Betaling van klas- of kursus- en eksamengelde

Behoudens die bepaling van klousule 4 (3) (b) moet 'n werkgewer aan die betrokke tegniese instelling die klas- of kursusgelde en die eksamengelde betaal wat deur 'n vakleerling verskuldig is en van wie daar vereis word, kragtens klousule 4 (1) om kursusse by te woon of korrespondensiekursusse te volg ten opsigte van die eerste poging om die betrokke sertifikaat te verwerf

### 6. Ambagstoetse

(1) (a) Elke vakleerling in 'n aangewese ambag moet in 'n ambagstoets slaag om as ambagsman te kwalifiseer

(b) Ambagstoetse moet by 'n toetsentrum, wat deur die Raad geakkrediteer is, afgeneem word op 'n datum wat deur die Raad, in samewerking met die toetsentrum, bepaal word

(2) Om as 'n kandidaat vir 'n ambagstoets, bedoel in subklousule (1) (a), aanvaar te word, moet 'n vakleerling—

(a) deur middel van die modulêre leerstof sy institutionele asook intaakopleidingsprogram, wat deur die Raad vir die betrokke ambag goedgekeur is, suksesvol voltooi,

(b) uitgesonderd in besondere omstandighede, soos deur die Raad goedgekeur, minstens die Nasionale Tegniese Sertifikaat, Deel II (N2), in vier vakke, of die geïntegreerde kursus (N2) of 'n gelykwaardige tegniese sertifikaat verwerf het waarvan, in alle gevalle hierbo genoem, een vak die toepaslike ambagstone moet wees, en

(c) die minimum leertyd, soos ingevolge klousules 2 (2) (b) en 2 (4) vasgestel, voltooi

(3) Wanneer 'n vakleerling met sy eerste poging in die ambagstoets druip, mag 'n verdere twee pogings toegelaat word, indien deur die Raad goedgekeur, voordat sy maksimum leertyd verstryk, waarna die kontrak beëindig word.

(4) Die koste verbonde aan ambagstoetse (alle pogings) soos in subklousule (3) genoem, word deur die werkgewer voorgeskiet. Waar 'n vakleerling sy ambagstoets druip word dié koste, wat deur die werkgewer aangegaan is, van die vakleerling in vier gelyke paaiemente verhaal-

### 7. Logboek

'n Logboek, soos deur die Raad goedgekeur, moet deur alle vakleerlinge op datum gehou word ten opsigte van alle persoonlike en opleidingsinligting. Dit moet van tyd tot tyd deur die opleidingskontroleur nagesien word

### 8. Opleiding

Wanneer 'n vakleerling met sy eerste poging in die vaardigheidstoets van enige bepaalde module druip, mag 'n verdere twee pogings toegelaat word. Elke poging se maksimum tyd is dieselfde. Nadat 'n vakleerling in sy derde vaardigheidstoets van enige bepaalde module gedruip het of in enige vyf modules meer as een poging gedruip het, geld verdere optrede soos bedoel in klousule 2 (5)

**9. Training courses**

An employer must provide an apprentice with modular practical and institutional training or have him trained in the trade for which he is indentured, according to the training schedule and procedure as approved by the Board and issued to the employer from time to time.

No. R 1632

12 July 1991

MANPOWER TRAINING ACT, 1981

TRAINING SCHEME FOR THE CIVIL  
ENGINEERING INDUSTRY

I, Eli van der Merwe Louw, Minister of Manpower—

(a) hereby withdraw, in terms of section 39 (6) read with section 39 (3) of the Manpower Training Act, 1981, Government Notice No R 2332 of 29 October 1982, as extended by Government Notices Nos. R. 2528 of 8 November 1985 and R 2623 of 23 December 1988, as amended by Government Notice No. R. 2735 of 15 December 1989, with effect from the second Monday after the date of publication of this notice; and

(b) hereby declares, in terms of section 39 (5) of the said Act, that the provisions of the Scheme which appears in the Schedule hereto, shall be binding, with effect from the second Monday after the date of publication of this notice and for a period ending one year from the said date, upon all employers and employees engaged or employed in the Civil Engineering Industry in the Republic of South Africa

**E. VAN DER M. LOUW,**  
Minister of Manpower.

**SCHEDULE**

The Training Scheme for the Civil Engineering Industry, hereinafter referred to as "the Industry", has been established by the South African Federation of Civil Engineering Contractors for the training of employees in the Industry and provides for the establishment of a Fund for the purposes of the Scheme, the payment of contributions to the Fund by employers in the Industry, and the appointment of the Civil Engineering Industry Training Board to administer the Fund, which shall be called the "Civil Engineering Industry Training and Development Fund"

**1. NAME OF THE SCHEME**

The name of the Scheme shall be the "Civil Engineering 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 Civil Engineering Industry in the Republic of South Africa

**9. Opleidingskursusse**

'n Werkgewer moet 'n vakleerling modulêre, praktiese en institusionele onderrig gee of laat onderrig in die ambag waarvoor hy ingeboek is, volgens die opleidingskedule en prosedure wat deur die Raad goedgekeur en van tyd tot tyd aan die werkgewer beskikbaar gestel word.

No. R. 1632

12 Julie 1991

WET OP MANNEKRAGOPLEIDING, 1981

OPLEIDINGSKEMA VIR DIE SIVIELE  
INGENIEURSNYWERHEID

Ek, Eli van der Merwe Louw, Minister van Mannekrag—

(a) trek hierby, kragtens artikel 39 (6) saamgelees met artikel 39 (3) van die Wet op Mannekragopleiding, 1981, Goewermentskennisgewing No. R. 2332 van 29 Oktober 1982, soos verleng by Goewermentskennisgewings Nos. R. 2528 van 8 November 1985 en R 2623 van 23 Desember 1988, soos gewysig by Goewermentskennisgewing No R 2735 van 15 Desember 1989, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing, in; en

(b) verklaar hierby, kragtens artikel 39 (5) van genoemde Wet, 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 en vir 'n tydperk wat een jaar vanaf genoemde datum eindig, bindend is vir alle werkgewers en werknemers wat betrokke is by of in diens is in die Siviele Ingenieursnywerheid in die Republiek van Suid-Afrika.

**E. VAN DER M. LOUW,**  
Minister van Mannekrag.

**BYLAE**

Die Opleidingskema vir die Siviele Ingenieursnywerheid, hierna genoem "die Nywerheid", is ingestel deur die Suid-Afrikaanse Federasie van Aannemers vir Siviele Ingenieurswerk vir die opleiding van werknemers in die Nywerheid en maak voorsiening vir die instelling van 'n Fonds vir die doeleindes van die Skema; die betaling van bydraes aan die Fonds deur werkgewers in die Nywerheid; en die aanwysing van die Siviele Ingenieursnywerheid Opleidingsraad om die Fonds, wat as die "siviele Ingenieursnywerheid Opleidings- en Ontwikkelingsfonds" bekend sal staan, te administreer.

**1. NAAM VAN DIE SKEMA**

Die naam van die Skema is die "Opleidingskema van die Siviele Ingenieursnywerheid".

**2. TOEPASSINGSBESTEK VAN DIE SKEMA**

Die bepalings van die Skema moet nagekom word deur alle werkgewers en werknemers in die Siviele Ingenieursnywerheid in die Republiek van Suid-Afrika.

# New guides will help students, job seekers

So vetem 17/7/91

FOR years pupils and those involved in education have been calling out for information to be available for matriculants and job seekers to enable them to make informed career decisions.

Well the long-overdue guides have finally hit the market.

Last month two comprehensive books on post-matric institutions and what they offer, different careers and what they require, as well as how and where you can get funds to pursue your chosen career.

The first book is the *Rainbow - your guide to a bright future* which is avail-

able free of charge to big companies with many employment opportunities, career centre, independant educational bodies and "other open non-racial organisations who focus on students in disadvantaged communities".

The book offers information ranging from career planning, subject choice, goal setting, self-motivation to job applications and tips on how to behave in a job interview

The book was sponsored by a num-

ber of conglomerates and its aim is to motivate pupils to complete their schooling, encourage them to face their jobs and careers responsibly and to advise on alternative options if unemployment is not readily available.

The second book is compiled by a former teacher, Abel Phungwayo.

True to its title - *Funding your Education* - the 137-page book gives up to date information on available bursaries and scholarships.

For instance, did know that various town and city councils offer bursaries to

some of their bright residents who are have financial needs.

The book gives addresses for bursary givers, terms they attach, amounts they offer and the period they stipulate for each bursary

Phungwayo went as far as getting names and addresses of all teaching hospitals for those aspiring to be nurses.

*Funding for Education* is an easy-to-use reference guide that no student should be without

This product of Ashanti Publishing costs R18 a copy.





## CAREER

# Hard work can get you promoted

Star 17/7/91 (179)

The production miner plays a vital role in the mining industry. In this the last series on a career as a production miner, we focus on training in this field.

Production training (in a company) — you will practise your skills in a production section under supervision of a qualified miner.

At the end of this training phase, having worked a total of 200 shifts since you started, your competency will be evaluated by a panel of senior mining officials.

If you are competent you will work without direct supervision at a miner's full rate of pay.

● Final training phase (practical mining) — you work as a production miner until 312 shifts have been completed

Should you have been evaluated as being competent, you will be able to exchange your Provisional Blasting Certificate for a Permanent Blasting Certificate — proof that you are a qualified production miner.

Production miners can be

promoted to shift bosses on their work performance alone or, if they have a matric pass with mathematics and science, they can get there via the student mine officials training scheme.

If you choose to move from shift boss to mine overseer, you require a Mine Overseer's Certificate of Competency which can be obtained by passing an examination written after a minimum of four years mining experience.

The next step is to join the men who manage the collieries — section managers, production managers and mine managers — and the key to all these positions is the Mine Manager's Certificate of Competency.

This may be obtained after five years' mining experience and passing a written examination.



The raw materials . after these hides have been tanned, they will go through many workers' hands to be turned into leather products

# Leather work not hidebound

Start 19/7/91

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The tanning area of the leather industry involves preparing animal hides by various chemical and machine processes before the hides are sent to the processing plants

The leather is then used in the manufacture of footwear, suitcases, saddles and bridles, and handbags

The footwear section of the leather industry is by far the largest employer of skilled and unskilled labour

Apart from a large number of production, administrative and marketing staff, there are openings for designers, whose job it is

to design styles for entire ranges of shoes

Designers should be creative, practical and be able to communicate their ideas clearly

Most shoe factories employ workers that are trained in specific areas

These are  
 ● **Production managers** They are required to co-ordinate the production resources and deal with people at all levels

● **Technical managers** They must co-ordinate the technical equipment used in the production of ranges of shoes, and must have a

The leather industry in South Africa is divided into four main areas — tanning, footwear, general leather goods and handbag manufacture

good, general, technical background

● **Quality controllers** These workers check that standards are maintained and that all specifications are adhered to

Workers employed at the operating level of the industry include

● **Clickers** These workers are responsible for cutting material

● **Closing operators** have various duties They skive, fold and sew material, as well

as perform tasks such as eyeleting, laminating, punching and lacing

● **Lasting and making operators** These workers take care of aspects such as the attachment of insoles, soles and heels

● **Shoe room operators** These workers finish the job by spraying, trimming and finally boxing the completed shoes

With the exception of jobs that require

special qualifications, the minimum entrance requirement for training is a Standard 6 pass

Training is conducted by the Leather Industries Research Institute, which has branches in various parts of the country

All courses are registered with the Department of Manpower and trainees will receive certificates from the institute on completion of the courses

The length of training depends on the area of work

Leather scientists, who are involved in solving problems and

improving processes for the industry, are generally chemistry graduates

Rhodes University offers a post-graduate diploma in leather science

Employment opportunities tend to fluctuate with the state of the economy

However, there is generally a demand for skilled technical staff

● For further information write to the Leather Industries Research Institute at Box 444, Port Elizabeth 6000

Tel (041) 54-3408  
 Revised from *The A to Z of Careers*, published by Don Nelson



**Notes**

1. The full report is separately available in Afrikaans and English from the Group Education (enquiries Mrs I. de Villiers), Human Sciences Research Council, 134 Pretorius Street (Private Bag X41), Pretoria, 0001 [Tel (012) 202-9111], at R45,00 and the bilingual executive summary at R7,00 (GST included)

2. The corresponding number of the paragraph in the report to which the comment refers must be clearly indicated in each case.

**EXECUTIVE SUMMARY****1. THE RESEARCH PROPOSAL, BRIEF AND METHOD**

During the course of the HSRC/NTB Investigation into Skills Training in the RSA and the HSRC/NTB Enquiry into the Training and Placement of the Disabled Person it became increasingly apparent that there was a need for an overall national training strategy in the RSA. Individual industries would then be able to plan their training in terms of such strategy while the State would be able to determine its training priorities and plan the allocation of funds in order to implement the strategy and address the priorities. The two reports were presented to the NTB on 28 April 1989 where they, as well as the research proposal on a training strategy, were accepted. This cleared the way for the commencement of the NTB/HSRC Investigation into a National Training Strategy for the RSA. It was subsequently decided to incorporate the recommendations of the Skills Training Report in the Report on a National Training Strategy.

It was considered necessary to appoint a work committee/consisting of experts from the many organisations interested in and possibly influenced by a national training strategy that would be responsible for planning and monitoring the investigation and leading any research that was considered necessary.

At the fourth meeting of the Executive Committee, it was decided to make a presentation on strategic management to the WC. The WC then agreed to this process being used as the basis for the research project.

After the WC had decided on the use of the system of corporate strategic management as the research method of the training strategy, the training partnership and mission statement had been defined, negotiations were entered into with potential research workers. It was decided that two main research projects were necessary, namely an internal organisational assessment and an external environmental assessment.

The concept of The Training Partnership (TTP) as a means to voluntary participation in the planning and implementation phases was considered as being of paramount importance. If the partners were able to play a positive role in formulating a training strategy they could be expected to associate themselves with it and adopt it as their own training strategy. For this reason it was decided to propagate the concept of TTP throughout the course of the investigation. It was also

**Notas**

1. Die volledige verslag is afsonderlik in Afrikaans en Engels beskikbaar by die Groep Onderwys (navrae mev I de Villiers) Raad vir Geesteswetenskaplike Navorsing, Pretoriusstraat 134 (Privaatsak X41), Pretoria, 0001 [Tel. (012) 202-9111], teen R45,00 en die tweetalige bestuursopsomming teen R7,00 (AVB ingesluit).

2. Die nommer van die toepaslike paragraaf in die verslag waarop die kommentaar betrekking het, moet telkens duidelik aangedui word.

**BESTUURSOPSOMMING****1. DIE NAVORSINGSVOORSTEL, -OPDRAG EN METODE**

Gedurende die verloop van die RGN-/NOR-onderzoek na Vaardighedsopleiding in die RSA en die RGN-/NOR-onderzoek na Opleiding en Plasing van die Gestremde Persoon het dit in 'n toenemende mate duidelik geword dat daar in die RSA 'n behoefte aan 'n nasionale opleidingstrategie bestaan. Individuele nywerhede sal dan hulle opleiding volgens so 'n strategie kan beplan, terwyl die Staat sy opleidingsprioriteite kan bepaal en die toewysing van geld kan beplan ten einde aan die strategie uitvoering te gee en aan die prioriteite aandag te gee. Die twee verslae is op 28 April 1989 aan die NOR voorgelê waar albei, asook die navorsingsvoorstel vir 'n opleidingstrategie, aanvaar is. Dit het die weg gebaan vir die NOR-RGN-onderzoek na 'n Nasionale Opleidingstrategie vir die RSA. Daar is vervolgens besluit om die aanbevelings van die Vaardighedsopleidingverslag by hierdie Verslag te inkorporeer.

Dit is as noodsaaklik beskou om 'n werkkomitee saam te stel wat verantwoordelik sou wees om die ondersoek te monitor en te beplan en om enige navorsing wat nodig geag sou word, te lei. Sodanige komitee is saamgestel uit deskundiges afkomstig van die talle organisasies wat in 'n nasionale opleidingstrategie belangstel en moontlik daardeur beïnvloed word.

By die vierde vergadering van die Bestuurskomitee is besluit om 'n aanbieding aangaande strategiese bestuur aan die WK voor te lê. Die WK het saamgestem dat dié proses as grondslag vir die navorsingsprojek sou dien.

Nadat daar besluit is om die stelsel van korporatiewe strategiese bestuur as die navorsingsmetode toe te pas en nadat die opleidingstrategie, die opleidingsvennootskap en missieverklaring gedefinieer is, is daar met moontlike navorsers onderhandel. Daar is besluit dat twee hoofnavorsingsprojekte nodig was, naamlik 'n interne organisatoriese ontleding en 'n eksterne omgewingsontleding.

Die konsep van Die Opleidingsvennootskap (DOV) as 'n middel tot vrywillige deelname aan die beplanning- en implementeringsfases is as van oorwegende belang beskou. Indien die vennote daartoe in staat was om 'n positiewe rol in die formulering van 'n opleidingstrategie te speel, kon van hulle verwag word om hulle daarmee te vereenselwig en dit as hulle eie opleidingstrategie te aanvaar. Om hierdie rede is daar besluit om die konsep van DOV dwarsdeur die verloop van die

decided that once the research was completed and a draft report had been compiled, a series of seminars would be arranged in order to further refine and finalise the national strategy. These seminars were organised by the regional training committees at five major centres namely Port Elizabeth, Cape Town, Bloemfontein, Durban and Johannesburg. Discussion at these seminars was used as a further input in order to refine the goals, objectives, strategy and priorities and the report was finally accepted by the WC at its meeting on 31 October 1990.

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## 2. THE PROPOSED NATIONAL TRAINING STRATEGY

### 2.1 Introduction

As a result of the five seminars, adjustments were made to the initial mission statement, the objectives and goals of TTP and these are now stated in their changed form.

### 2.2 The Training Partnership (TTP)

The Training Partnership (TTP) consists of all parties involved in training policy formulation, planning, implementation as well as the financing and provision of training for the world of work in the RSA.

### 2.3 The mission of TTP

The mission of TTP is to concern itself with the provision of appropriate and adequate training for all the people of the RSA.

In doing this TTP will bear in mind the economic and other needs of the country, the aspirations and aptitudes of the individual, as well as the need to optimise the utilisation of the limited training abilities of the country.

### 2.4 Objectives

- (a) To determine the initial training strategy
- (b)
  - (i) To create the structure for regular updating of the national training strategy on the basis of voluntary commitment.
  - (ii) to realise the establishment of The Training Partnership (TTP), and
- (c) To negotiate an acceptable training financing model within the limitations of the economy
- (d) To promote and support privatisation, decentralisation and co-ordination of training
- (e) To promote the efficiency and effectiveness of training

### 2.5 Goals

- (a) To equip the labour force, including disabled persons, with the skills and values needed to assist the development of the economy in the formal and informal sectors

ondersoek uit te dra. Daar is ook besluit dat, sodra die navorsing voltooi is en 'n ontwerpverslag opgestel is, 'n reeks seminare gereel sal word ten einde die nasionale strategie verder te verfyn en te finaliseer. Die seminare is deur die streekopleidingskomitees by vyf hoofsentrums georganiseer, naamlik Port Elizabeth, Kaapstad, Bloemfontein, Durban en Johannesburg. Bespreking by hierdie seminare is as bykomende inset aangewend om die beoogde doelstellings, doelwitte, strategie en prioriteite af te rond en die verslag is ten slotte deur die WK by 'n vergadering op 31 Oktober 1990 aanvaar.

## 2. DIE VOORGESTELDE NASIONALE OPLEIDINGSTRATEGIE

### 2.1 Inleiding

Na aanleiding van die vyf seminare wat gehou is, is die stelling van die aanvanklike missie, asook die doelstellings en doelwitte daarvan, gewysig en die veranderde vorm word hier aangegee.

### 2.2 Die Opleidingsvennootskap (DOV)

Die Opleidingsvennootskap (DOV) bestaan uit alle partye wat by die formulering van opleidingsbeleid, by beplanning en by die finansiering en verskaffing van opleiding vir die wêreld van werk in die RSA betrokke is.

### 2.3 Die missie van DOV

Die missie van Die Opleidingsvennootskap is om betrokke te wees by die voorsiening van toepaslike en toereikende opleiding vir al die mense van die RSA.

In die uitvoering van die missie sal DOV die ekonomiese en ander behoeftes van die land en die strewes en vermoëns van die individu in gedagte hou, asook die noodsaaklikheid om die beperkte opleidingsvermoe van die land optimaal te benut.

### 2.4 Doelwitte

- (a) Om die aanvanklike nasionale opleidingstrategie te bepaal
- (b)
  - (i) Om 'n struktuur te skep, geskoei op die basis van vrywillige verbintenisse, wat gereelde hersiening van die nasionale opleidingstrategie kan behartig, en
  - (ii) om die totstandkoming van Die Opleidingsvennootskap (DOV) te realiseer
- (c) Om 'n aanvaarbare finansieringsmodel vir opleiding te onderhandel binne die beperkings van die ekonomie
- (d) Om die privatisering, desentralisering en koördinering van opleiding te bevorder en te ondersteun.
- (e) Om die doelmatigheid en doeltreffendheid van opleiding te bevorder

### 2.5 Doelstellings

- (a) Om die werksmag, met inbegrip van gestremde persone, toe te rus met die vaardighede en waardes wat benodig word om die ontwikkeling van die ekonomie in die formele en informele sektore te ondersteun

- (b) To optimise the trainability basis of employees with specific reference to bridging training, reading and writing skills, numeracy, work skills, learning skills and further training of the employee
- (c) To design a training qualification structure administered by a training certification body in order to ensure acceptable training standards
- (d) To clarify the basic education requirements for training in industry. (179)
- (e) To establish effective linkages between training and education and especially direct linkages with respect to vocational education.

### 3. THE INITIAL NATIONAL TRAINING STRATEGY

After consideration of the discussion which took place at the five seminars on the national training strategy the WC arrived at the following as initial strategy.

#### 3.1 *The initial training strategy, structure for updating the strategy and realisation of TTP*

The strategy is designed to realise the first two objectives of TTP and accommodate the following recommendations of the Skills Training Report R 1, R.2; R 4 A, D, F, I, J, K; R 5; R.7; R.8, R.9, R12 (2); R 17 and R.20 which have already been detailed in paragraph 3 4 of Chapter 3.

The first two objectives are:

- (a) To determine the initial national training strategy,
- (b) (i) to realise the establishment of The Training Partnership (TTP), and
  - (ii) to create the structure for regular updating of the national training strategy on the basis of voluntary commitment

#### 3.2 *The national convention*

It is recommended to the Minister of Manpower that this report should be published calling for public comment by a notice in the *Government Gazette*. Such notice should make it clear that the comment will not be treated as confidential. The report, with the comments received thereon, will be presented to an inaugural meeting of TTP which will take the form of a national convention of all the partners of TTP. The identified partners of TTP should be invited at a high level, possibly by the Minister, to attend the national convention and any interested parties which do not receive an invitation should be free to make representation to participate. In addition to this the Ministers of Manpower and Education of the national and independent states should receive copies of the report, be asked to comment on it and be specifically invited to attend the national convention.

- (b) Om die opleibaarheid van werknemers ten beste te bevorder met spesifieke verwysing na oorbruggingsopleiding, lees- en skryfvaardighede, syfervaardigheid, werkvaardigheid, leervaardigheid sowel as verdere opleiding van werknemers.
- (c) Om 'n kwalifikasiestruktuur vir opleiding te ontwerp wat deur 'n sertifiseringsliggaam geadministreer word ten einde aanvaarbare opleidingstandaarde te verseker
- (d) Om die vereistes ten aansien van basiese onderwys vir opleiding in die nywerheid uiteen te sit en duidelik aan te toon.
- (e) Om effektiewe skakelmeganismes tussen opleiding en onderwys te skep en direk te skakel veral ten aansien van beroepsonderwys.

### 3. DIE AANVANKLIKE NASIONALE OPLEIDINGSTRATEGIE

Na oorweging van bespreking wat by die vyf seminare insake die nasionale opleidingstrategie plaasgevind het, het die WK op die volgende as aanvanklike strategie besluit.

#### 3.1 *Die aanvanklike opleidingstrategie, struktuur vir hersiening van die strategie en die realisering van DOV*

Hierdie strategie is ontwerp om die eerste twee doelwitte van DOV te realiseer en om vir die volgende aanbevelings van die Verslag oor Vaardighedsopleiding, wat alreeds in paragraaf 3 4 van Hoofstuk 3 uiteengesit is, voorsiening te maak.

A.1; A.2; A.4 A, D, F, I, J, K; A 5; A.7; A.8, A 9; A12 (2); A 17 en A.20

Die eerste twee doelwitte is die volgende:

- (a) Om die aanvanklike nasionale opleidingstrategie te bepaal,
- (b) (i) om die totstandkoming van Die Opleidingsvennootskap (DOV) te realiseer, en
  - (ii) om 'n struktuur te skep, geskoei op die basis van vrywillige verbintenis, wat gereelde hersiening van die nasionale opleidingstrategie kan behartig.

#### 3.2 *Die nasionale konvensie*

Daar word by die Minister van Mannekrag aanbeveel dat hierdie verslag gepubliseer moet word en dat openbare kommentaar daarvoor deur 'n kennisgewing in die *Staatskoerant* aangevra word. Sodanige kennisgewing behoort dit duidelik te stel dat die kommentaar nie as vertroulik beskou sal word nie. Die verslag, tesame met die kommentaar daarvoor, sal voogelê word by 'n inhuuldigingsvergadering van DOV, wat die vorm van 'n nasionale konvensie van alle vennote van DOV sal aanneem. Die geïdentifiseerde vennote van DOV behoort op hoe vlak, moontlik deur die Minister, genooi te word om die nasionale konvensie by te woon en dit moet enige belanghebbende instansies wat nie genooi is nie, vrystaan om 'n versoek om deelname te rig. Benewens hierdie uitnodigings behoort die Ministers van Mannekrag en Onderwys van die nasionale en onafhanklike state afskrifte van die verslag te ontvang, versoek te word om kommentaar te lewer, en by name genooi te word om die nasionale konvensie by te woon.

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The national convention should be arranged by the Department of Manpower and the National Training Board with the assistance of specialists from the private sector. This organising group should make use of the report, of comments on it as well as of the recommendations of the Skills Training Report. After the national convention has been held the organising group should produce a report on the national training strategy as agreed to at the convention which should be submitted to the Minister of Manpower. It is recommended that a white paper then be published which will become the national training strategy and be implemented on the basis of voluntary commitment by members of TTP.

### 3.3 Policy formulation

It is realised that the process of establishing and updating a national training strategy as well as activating and monitoring it requires action at two different levels, namely those of policy formulation and management. The policy formulation will take place at the initial and subsequent meetings of TTP at national conventions. For this reason the national convention will have to give consideration to the future membership of TTP as well as the frequency of future TTP meetings. It is recommended that such meetings do not take place more frequently than once in five years. Consideration will also have to be given to the method of financing, managing and monitoring the implementation of the national training strategy.

### 3.4 Management of the national training strategy

#### (a) The structure of management of the national training strategy

It is considered that the elements necessary for management have already been provided in recommendation R 27 of the Skills Training report which deals with the structure for skills training. The various aspects of this diagram with minor adjustments, are illustrated in Figures 1 to 4.

Figure 1 illustrates the first level of accreditation by the Registrar: Manpower Training of accredited industry training boards (ATBs) as well as accreditation of regional training centres. In addition it illustrates possible second-level accreditation by an ATB of training in formal educational institutions, industry and private training centres, including private consultants, training in regional training centres in courses for employment in the specific industry of the ATB concerned as well as training of the unemployed for the formal industry sector by either the regional training centres or by private contractors.

#### (b) The functions of accredited training boards (ATBs)

The main function of accredited training boards (as set out in recommendation R 22 of the Skills Training Report) is the acceptance of full responsibility for all

Die nasionale konvensie behoort deur die Departement van Mannekrag en die Nasionale Opleidingsraad, in samewerking met kundiges uit die privaatsektor, gereel te word. Die verslag, kommentaar wat daarvoor ontvang is, asook die aanbevelings van die Verslag oor Vaardighedsopleiding, behoort deur die organiseerders 'n verslag oor die nasionale opleidingstrategie, soos by die konvensie ooreengekom is, vir voorlegging aan die Minister van Mannekrag moet opstel. Daar word aanbeveel dat 'n witskrif na aanleiding van die verslag gepubliseer moet word en dit sal die nasionale opleidingstrategie wees wat op 'n grondslag van vrywillige verbintenis deur die lede van DOV geïmplementeer sal word.

### 3.3 Beleidsformulering

Daar word beseft dat die proses van instelling en hersiening van 'n nasionale opleidingstrategie, asook die inwerkingstelling en kontroliering daarvan, optrede op twee verskillende vlakke sal vereis, naamlik dié van beleidsformulering en bestuur. Die beleidsformulering sal by die aanvanklike en daaropvolgende vergaderings van DOV by geleentheid van nasionale konvensies plaasvind. Daarom sal die nasionale konvensie die toekomstige lidmaatskap van DOV, asook hoe dikwels hulle sal vergader, moet oorweeg. Daar word aanbeveel dat sodanige vergadering nie meer as een keer in vyf jaar moet plaasvind nie. Aandag sal ook geskenk moet word aan die wyse waarop die uitvoering van die nasionale opleidingstrategie gefinansier, bestuur en gemonitor sal word.

### 3.4 Bestuur van die nasionale opleidingstrategie

#### (a) Die struktuur vir die bestuur van 'n nasionale opleidingstrategie

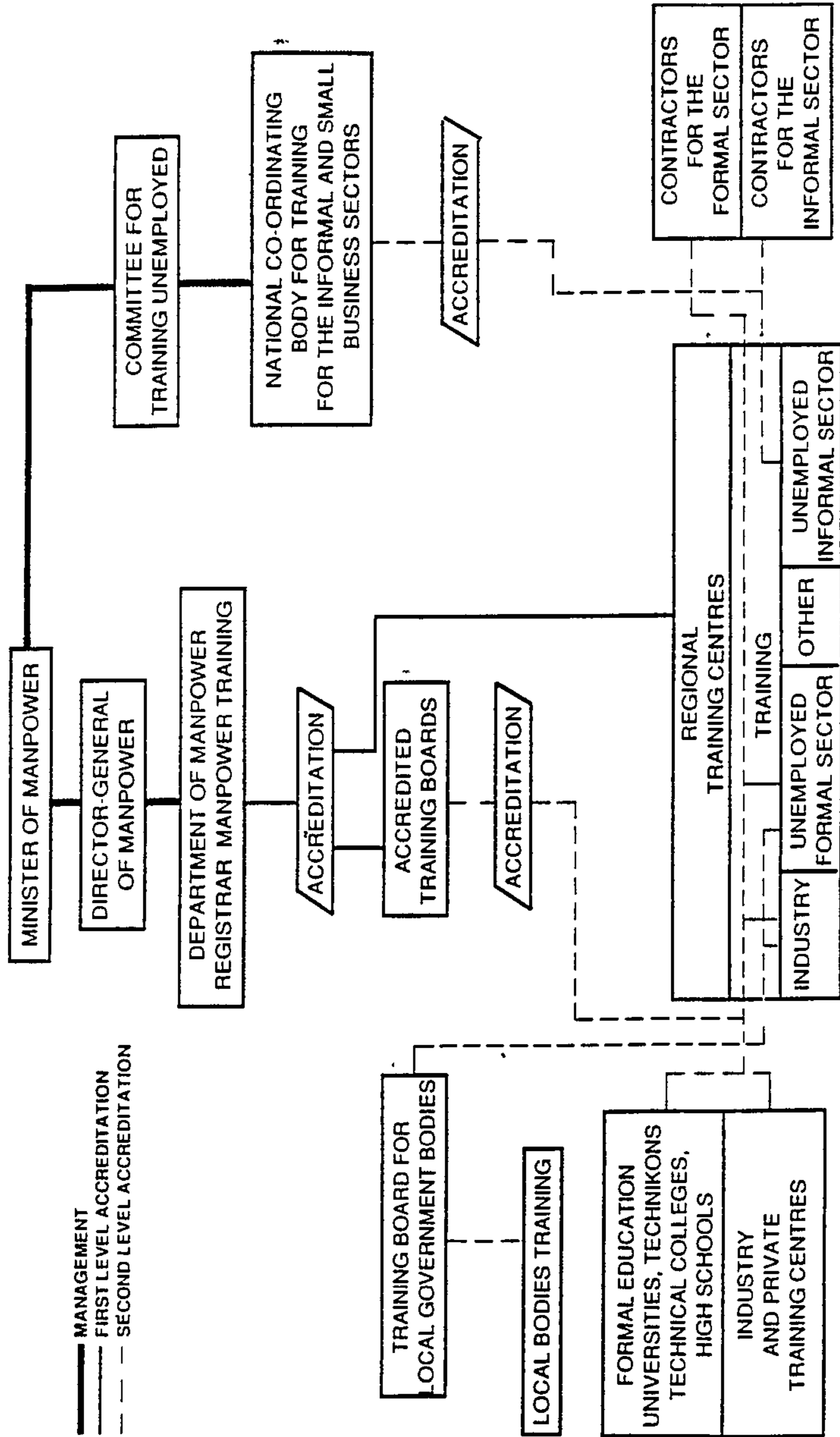
Daar word aanvaar dat die elemente wat vir bestuur vereis word, alreeds verskaf is in aanbeveling A.27 van die Verslag oor Vaardighedsopleiding, wat die struktuur vir vaardighedsopleiding behandel. Die verskillende aspekte van dié diagram word met enkele aanpassings in Figure 1 tot 4 geïllustreer.

Figuur 1 illustreer die eerste akkrediteringsvlak van geakkrediteerde opleidingsrade (GOR) deur die Registrateur: Mannekragopleiding, asook akkreditering van streekopleidingsentrums. Daarbenewens illustreer dit moontlike tweedevlak-akkreditering deur 'n GOR, van opleiding in formele opvoedkundige inrigtings, nywerheids- en private opleidingsentrums met inbegrip van private konsultante, opleiding in streekopleidingsentrums deur middel van kursusse vir werksgeleenthede in die bepaalde nywerheid van die betrokke GOR, asook opleiding van werkloos vir die formele sektor, of deur die streekopleidingsentrums of deur private kontrakteurs.

#### (b) Die funksies van geakkrediteerde opleidingsgrade (GOR)

Die hoof funksie van geakkrediteerde opleidingsgrade (soos in aanbeveling A 22 van die Verslag oor Vaardighedsopleiding uiteengesit) is die aanvaarding van die volle verantwoordelikheid vir alle vlakke van

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 FIGURE 1: BODIES INVOLVED IN THE ACCREDITATION PROCESS





levels of training within the industry concerned, particularly by means of modular competency-based training along industry-based paths. Other functions of ATBs include the following:

- (i) The achievement of higher levels of labour productivity
  - The determination of training needs
  - The formulation of training standards
  - The accreditation of training institutions undertaking training for the industry
  - The encouragement of employers to invest in training
  - The development of techniques with a view to the evaluation and validation of training
  - The implementation of cost-benefit analyses in order to increase the cost-effectiveness of training.
  - The promotion of training in thinking, communication of human skills.
  - The promotion of the development of a professional training corps.
- (ii) Consideration of a training levy in order to distribute training costs among users of trained manpower in the industry
- (iii) The introduction of a uniform management information system in order to operate a cash grant system.
- (iv) The encouragement of a more positive approach by management towards training.
- (v) Consideration of the accreditation of the training boards of major national employers in their industry rather than the accreditation of individual courses conducted by such employers.

ATBs should plan manpower training for the industry as a whole and encourage, advise and accredit training rather than necessarily becoming directly involved in the training process.

Second-level accreditation by the Local Government Training Board is also indicated which can take place at local authorities, formal educational institutions, private and industry training centres as well as at regional training centres. The Local Government Training Board functions under the Department of Development and Constitutional Development and Planning) in terms of the Local Government Training Act, 1985 (Act No. 41 of 1985).

**(c) The National Co-ordinating Body for the Informal and Small Business Sector (NCBIS)**

Accreditation of the regional training centres and private contractors for training of the unemployed for the informal sector is shown as taking place under an organisation proposed in the Skills Training Report, namely the National Co-ordinating Body for the Informal and Small Business Sector (NCBIS). It is recommended that provisions should be made in the Manpower Training Act, 1981 (Act No. 56 of 1981), for the establishment of the NCBIS to assist in the planning and implementation of the national training strategy with regard to the development of the informal business sector.

opleiding binne die betrokke nywerheid, veral deur middel van bevoegdheidsgerigte modulêre opleiding langs die weg van nywerheidsgebaseerde loopbaanngtings: Ander funksies sluit die volgende in:

- (i) Die behoefte daaraan om arbeidsproduktiwiteit te verhoog
  - Die vasstelling van opleidingsbehoefes.
  - Die omskrywing van opleidingstandaarde.
  - Die akkreditering van opleidingsinstansies wat opleiding vir die nywerheid onderneem.
  - Die aansporing van werkgewers om in opleiding te belê.
  - Die ontwikkeling van tegnieke met die oog op die evaluering en validering van opleiding.
  - Die uitvoering van koste-voordeelontledings ten einde die koste-effektiwiteit van opleiding te verhoog
  - Die bevordering van opleiding in dink-, kommunikasie- en mensvaardighede
  - Die bevordering van die ontwikkeling van 'n professionele opleierskorps.
- (ii) Die oorweging van 'n opleidingsheffing ten einde opleidingskoste onder alle gebruikers van opgeleide mannekrag in die nywerheid te versprei.
- (iii) Die instelling van 'n eenvormige bestuursinligtingstelsel ten einde 'n kontanttoelaestelsel te kan bedryf
- (iv) Die aanmoediging van 'n positiewer benadering tot opleiding deur die bestuur
- (v) Die oorweging van die akkreditering van opleidingsrade van groot nasionale werkgewers in hulle nywerheid, eerder as die akkreditering van individuele kursusse wat deur dergelike werkgewers aangebied word.

Geakkrediteerde opleidingsrade moet mannekragopleiding vir die nywerheid in sy geheel beplan en moet hulle op die aansporing, raadgewing en akkreditering van opleiding toelê eerder as om noodwendig direk by die opleidingsproses betrokke te raak

Tweedevlak-akkreditering deur die Opleidingsraad vir Plaaslike Owerheidsliggame is ook aangewys en dit kan by plaaslike owerhede, formele opvoedkundige inrigtings, private en nywerheidsopleidingsentrums, asook by streekopleidingsentrums plaasvind. Die Opleidingsraad vir Plaaslike Owerheidsliggame funksioneer onder die Departement van Ontwikkelingshulp (Staatkundige Ontwikkeling en Beplanning), ingevolge die Wet op Plaaslike Owerheidsopleiding, 1985 (Wet No 41 van 1985)

**(c) Die Nasionale Koördinerende Opleidingsliggaam vir die Informele en Kleinsakesektor (NKOIK)**

Die Nasionale Koördinerende Opleidingsliggaam vir die Informele en Kleinsakesektor, 'n organisasie wat in die Verslag oor Vaardighedsopleiding voorgestel is, behoort die leiding te neem vir die akkreditering van die streekopleidingsentrums en private kontrakteurs vir die opleiding van werkloos vir die informele sektor. Daar word aanbeveel dat die Wet op Mannekragopleiding, 1981 (Wet No. 56 van 1981), voorsiening moet maak vir die instelling van die NKOIK wat met die beplanning en implementering van die nasionale opleidingstrategie ten opsigte van die informele sakesektor behulpzaam sal wees

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The NCBIS should consist of representatives of the NTB, SBDC, associations concerned with the interest of small business, small business development agencies, the private sector and interested public sector departments. Its functions would be to—

- (i) decide, in conjunction with the NTB, on the strategy for the promotion and development of training for the informal sector
- (ii) decide on funding of training for the informal sector in terms of decisions of the Committee for the Training of the Unemployed.
- (iii) function as the accreditation board for informal sector training and represent the NCBIS on the Association of Accredited Training Boards (AATB).
- (iv) develop modular training programmes aimed at job creation in the informal and small business sectors.
- (v) develop trainability selection procedures for trainees who have completed skills training courses for the unemployed in order to ensure successful completion of follow-up training courses for self-employment.
- (vi) give guidance to facilitators and trainers operating in the informal sector.
- (vii) investigate the possibility of utilising on-the-job counsellors and mentors, retired businessmen and staff seconded from industry for training in the informal and small business sectors

Funding of the NCIBS could come from the Fund for the Training Unemployed Persons who was created by section 36A of the Manpower Training Act, 1981 (Act No 56 of 1981), as amended. The NCBIS should also give consideration to the recommendation contained in the Skills Training Report on a national year for the promotion of the small business and informal sectors. This could be evaluated in terms of cost and effectiveness in relation to other activities having the same objectives

#### **(d) The Association of Accredited Training Boards (AATB)**

Figure 2 illustrates the proposed AATB which would consist of representatives of accredited training boards, the NTB, training boards which are being established, the NCBIS, the Local Government Training Board, public sector departments having training divisions and the training organisations of public utilities. Provision should be made in the Manpower Training Act, 1981 (Act No 56 of 1981), for the creation of the AATB. The AATB should be a purely voluntary body acting as a forum for discussion between training boards and organisations and a communication link between training and the Minister of Manpower. The functions of the AATB would be to—

- (i) provide a forum to discussion between training boards and organisations on matters of common interest, so that discussion can take place on

Die NKOIK behoort saamgestel te word deur verteenwoordigers van die NOR, KSOK, verenigings wat na belange van kleinsake-ondernemings omsien, kleinsake-ontwikkelingsinstansies, die privaatsektor en belanghebbende departemente in die openbare sektor. Die funksies van die NKOIK sou wees om—

- (i) in ooreenstemming met die NOR, besluite aangaande die strategie vir die ontwikkeling van opleiding vir die informele sektor te neem,
- (ii) aangaande die befondsing van opleiding vir die informele sektor in terme van beslissings van die komitee vir die opleiding van werkloos te besluit;
- (iii) as die akkrediteringsraad vir opleiding in die informele sektor op te tree en om die NKOIK in die Vereniging van Geakkrediteerde Opleidingsrade te verteenwoordig
- (iv) modulêre opleidingsprogramme wat op werkskepping in die informele en kleinsakesektor gemik is, te ontwikkel,
- (v) opleibaarheidskeuring te ontwikkel vir opleidinge wat vaardighedsopleidingkursusse vir werkloos voltooi het ten einde suksesvolle voltooiing van opvolgkursusse vir diene in eie diens te verseker
- (vi) riglyne te verskaf aan fasiliteerders en opleiers wat in die informele sektor werksaam is
- (vii) die moontlikheid te ondersoek om intaakvoorligters en raadgewers, afgetrede sakelui en personelede wat deur die nywerhede gesekondeer word, vir opleiding in die informele en kleinsakesektor te gebruik.

Gelde vir die NKOIK kan van die Fonds vir die Opleiding van Werklose Persone verkry word wat ingevolge artikel 36A van die Wet op Mannekrageopleiding, 1981 (Wet No. 56 van 1981), soos gewysig, geskep is. Die NKOIK kan ook die aanbeveling oorweeg vir 'n nasionale jaar vir die bevordering van die informele en kleinsakesektor wat in die Verslag oor Vaardighedsopleiding vervat is. Dit kan in terme van koste en effektiwiteit met betrekking tot ander werksaamhede met dieselfde doelwitte geëvalueer word

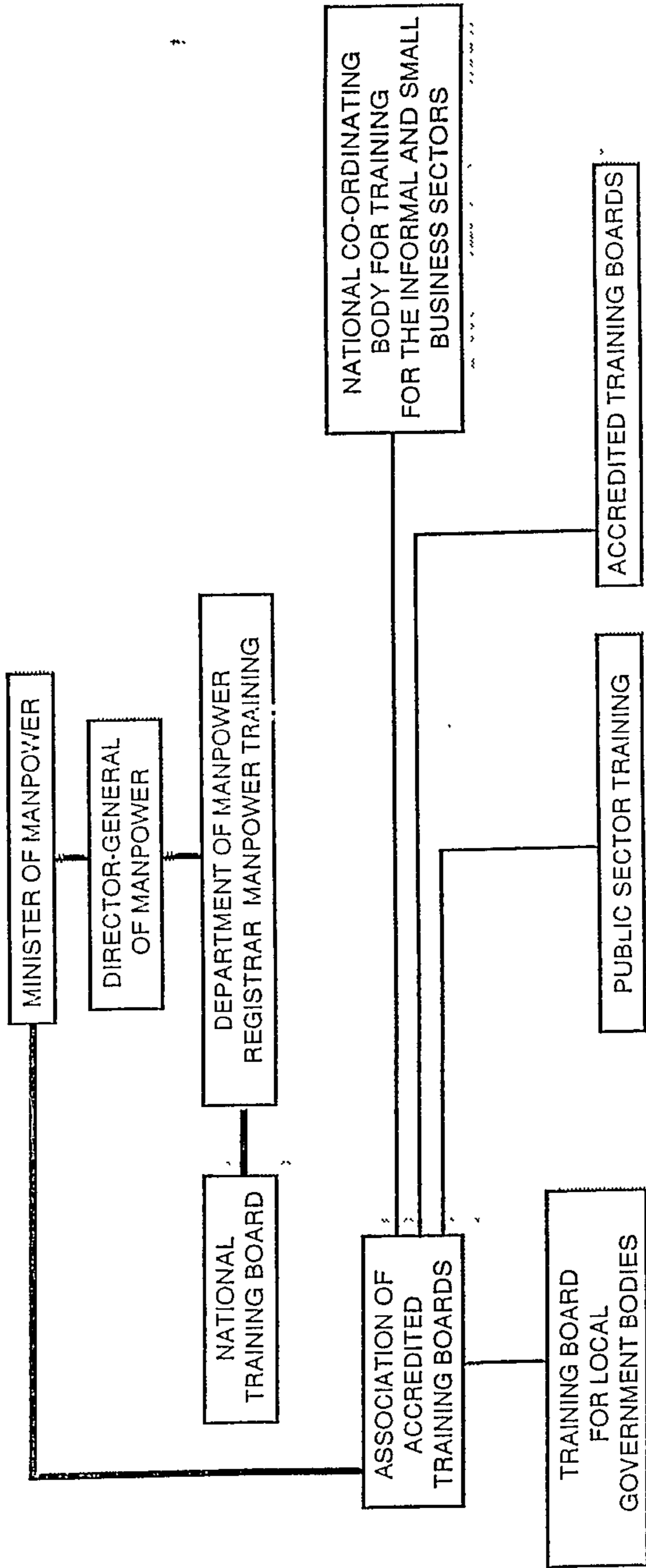
#### **(d) Die Vereniging vir Geakkrediteerde Opleidingsrade (VGOR)**

Figuur 2 illustreer die voorgestelde VGOR wat saamgestel sal word deur verteenwoordigers van geakkrediteerde opleidingsrade, die NOR, opleidingsrade wat nog ingestel word, die NKOIK, die Opleidingsraad vir Plaaslike Owerheidsliggame, departemente van die openbare sektor wat oor opleidingsafdelings beskik en die opleidingsorganisasies van openbare nutsinstellings.

Daar behoort in die Wet op Mannekrageopleiding, 1981 (Wet No 56 van 1981), voorsiening gemaak te word vir die skepping van die VGOR. Dit moet bloot 'n vrywillige liggaam wees wat as 'n forum vir bespreking tussen opleidingsrade en -organisasies sal optree en 'n verbindingslyn tussen opleiding en die Minister van Mannekrage sal daargestel. Die funksies van die VGOR sal wees om—

- (i) as 'n forum vir bespreking tussen opleidingsrade en -organisasies aangaande sake van algemene belang op te tree, om besprekings oor

FIGURE 2: THE PROPOSED ASSOCIATION OF ACCREDITED TRAINING BOARDS (AATB)



mutual training problems and to help other industries in the establishment of their training boards

- (ii) act as a direct communication link with the Minister on training matters
- (iii) provide for possible co-ordination of training efforts and more effective use of available facilities and training staff

The major thrust of the AATB should be towards the more effective investment in human capital through concerted training efforts

**(e) Bodies involved in management of the national training strategy**

Figure 3 indicates the major bodies which should become involved in activating the national training strategy. These bodies are:

- (i) The Minister of Manpower, the Director-General of Manpower, the Department of Manpower and the Registrar: Manpower Training
- (ii) The NTB.
- (iii) The AATB.
- (iv) The Advisory Committee for Regional Training Centres.
- (v) The Committee for Training of the Unemployed
- (vi) The NCBIS.

In this process it is considered essential that the AATB, the Advisory Committee for Regional Training of the Unemployed should have direct links with the Minister. This will require amendment to sections 31B and 36A of the Manpower Training Act. It is also considered that the composition of the NTB should be reconsidered and its proposed membership is illustrated in Figure 4.

**(f) The National Training Board (NTB)**

In order to increase the sphere of influence of the NTB and bring about a greater understanding of its activities which form an essential component of the development of training in the RSA, it is recommended that its membership should include representatives appointed to the NTB by the AATB, the Advisory Committee for Regional Training Centres and the NCBIS. These would be in addition to representatives from other state departments, and employer and employee organisations. It is also recommended that representation be given to the Private Sector Education Council (PRISEC). As representatives of these bodies they would be able to make representation to the NTB on matters which should receive the attention of the NTB and its committees. Provision should also be made for the NTB to co-opt a limited number of specialists or specific bodies not already represented on the NTB.

The new bodies, i.e. the AATB and the NCBIS, and restructuring of the NTB, as well as other amendments necessary to the Manpower Training Act are considered essential to the activation and monitoring of the national training strategy.

gemeenskaplike opleidingsprobleme moontlik te maak en om ander nywerhede met die instelling van hulle opleidingsrade behulpsaam te wees.

- (ii) as 'n direkte kommunikasieskakel met die Minister oor opleidingsake op te tree.
- (iii) voorsiening te maak vir moontlike koördinering van opleidingspogings en effektiewer benutting van beskikbare fasiliteite en opleidingspersoneel.

Die belangrikste dryfkrag van die VGOR moet toegespits wees op effektiewer belegging in menslike kapitaal deur middel van doelbewuste opleidingspogings.

**(e) Liggame wat by die bestuur van die nasionale opleidingstrategie betrokke is**

Figuur 3 dui die belangrikste liggame aan wat by die aktivering van die nasionale opleidingstrategie betrokke behoort te wees. Hulle is die volgende:

- (i) Die Minister van Mannekrag, die Direkteur-generaal van Mannekrag, die Departement van Mannekrag en die Registrateur: Mannekragopleiding.
- (ii) Die NOR.
- (iii) Die VGOR
- (iv) Die Adviserende Komitee vir Streekopleidingsentrums.
- (v) Die Komitee vir Opleiding van Werklose Persone
- (vi) Die NKOIK.

Dit word as noodsaaklik beskou dat die VGOR, die Adviserende Komitee vir Streekopleidingsentrums en die Komitee vir Opleiding van Werklose Persone algaande direk met die Minister sal kan skakel. Dit sal wysigings van artikels 31B en 36A van die Wet op Mannekragopleiding vereis. Dit word ook as nodig beskou dat die samestelling van die NOR in heroorweging geneem moet word en die voorgestelde lidmaatskap daarvan word in Figuur 4 geïllustreer.

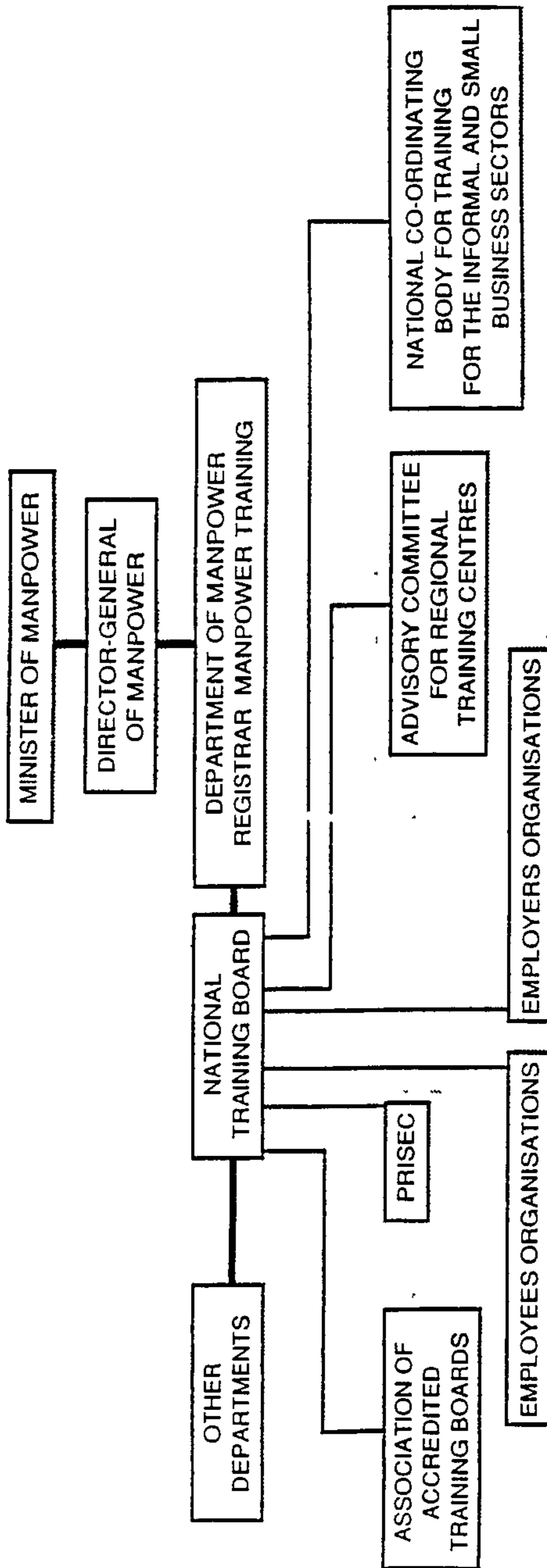
**(f) Die Nasionale Opleidingsraad (NOR)**

Ten einde die invloedssfeer van die NOR uit te brei en 'n beter begrip te bewerkstellig van sy werksaamhede wat 'n wesentlike komponent van die ontwikkeling van opleiding in die RSA vorm, word aanbeveel dat die lidmaatskap van die NOR verteenwoordigers moet insluit wat deur die VGOR, die Adviserende Komitee vir Streekopleidingsentrums en die NKOIK daartoe benoem is. Hierdie lede sal bykomend tot verteenwoordigers van ander staatsdepartemente en werkgewer- en werknemerorganisasies aangestel word. Daar word aanbeveel dat verteenwoordiging ook gegee word aan die Privaatsektoronderwysraad (PRISEC). As verteenwoordigers van dié liggame sal hulle daartoe in staat wees om vertoe tot die NOR te rig ten opsigte van sake waaraan die NOR en sy komitees aandag behoort te skenk. Daar behoort ook voorsiening gemaak te word vir die NOR om 'n beperkte getal spesialiste of verteenwoordigers van spesifieke liggame wat nie alreeds verteenwoordiging het nie, te koopteer.

Die nuwe liggame, dit wil sê die VGOR en die NKOIK, die herstrukturering van die NOR asook ander wysigings ten opsigte van die Wet op Mannekragopleiding, word as noodsaaklik beskou om die nasionale opleidingstrategie te aktiveer en te monitor.



FIGURE 4: THE NEW NATIONAL TRAINING BOARD



**4. AN ACCEPTABLE TRAINING FINANCING MODEL**

This strategy is intended to address the third objective of TTP as well as recommendations R 4F, G, R 10, R 11; R.13; R.14, R.16 E, R.22 (2) and (3).

The third objective is to negotiate an acceptable training financing model within the limitations of the economy.

Tax concessions for training which were originally introduced as incentives to employers to embark on approved training programmes were initially effective in stimulating training. It was generally accepted, however, that they had outlived their usefulness and that they should be replaced by a system of cash grants for training. The phasing out of tax concessions was in line with the Margo Commission's Report and these concessions were discontinued on 31 July 1990 in terms of the Income Tax Act, 1990 (Act No 101 of 1990). In announcing the termination of tax concessions the Minister of Finance also referred to targeted subsidies for training, but no further announcement in this regard or reference to cash grants has been made. It has become clear that there are expectation of cash grants for training and that if these expectations are not realised it may well adversely affect training, particularly that by the smaller employers.

It is generally accepted that the State has the full responsibility for the funding of compulsory basic education while the employer has the responsibility of training his own personnel. It is considered essential, however, that the State should offer some form of incentive to the private sector to make a training investment in human capital. The private sector already makes a considerable contribution to formal education by means of loans and bursaries to individuals, substantial donations to a variety of education institutions, as well as the provision of actual educational services where the State has not been able to make such provision. Were all such contributions to formal education by the private sector to be discontinued, the State would find it extremely difficult to provide such funding.

In addition to paying income tax the private sector already invests in the formal education system, it is considered that the State should make an investment in the training system. Training is supplementary and complementary to the education system and is concerned with the development and evolution of the total community and as such is also a State responsibility. Training of manpower increases its earning capacity which in turn widens the State's tax basis and increases its total possible income from individuals and the private sector. Due to the present serious inade-

**4. 'N AANVAARBARE FINANSIERINGSMODEL VIR OPLEIDING**

Hierdie strategie is bedoel om die derde doelwit van DOV asook aanbevelings A.4F, G, A 10; A 11; A 13, A 14; A.16 E; A 22 (2) en (3) van die Verslag oor Vaardighedsopleiding aan te spreek.

Die derde doelwit is om te onderhandel oor 'n aanvaarbare finansieringsmodel vir opleiding binne die beperkings van die ekonomie.

Belastingtoegewings ten opsigte van opleiding, wat oorspronklik as aansporing vir werkgewers ingestel is om goedgekeurde opleidingsprogramme te onderneem, het opleiding aanvanklik doeltreffend gestimuleer. Daar word egter algemeen aanvaar dat die bruikbaarheid daarvan uitgedien is en dat dit deur 'n stelsel van kontanttoelaes vir opleiding vervang moet word. Die uitfasering van belastingtoegewings was in ooreenstemming met die verslag van die Margo-kommissie en ingevolge die Wet op Inkomstebelasting, 1990 (Wet No. 101 van 1990), is dié toegewings op 31 Julie 1990 beëindig. Met die aankondiging van die beëindiging van belastingtoegewings, het die Minister van Finansies ook na beoogde opleidingssubsidies verwys, maar tot op hede is geen verdere aankondiging in dié verband gedoen nie en is geen verdere melding van kontanttoelaes gemaak nie. Dit is duidelik dat verwagtinge met betrekking tot kontanttoelaes vir opleiding ontstaan het en as hierdie verwagtinge nie verwesenlik word nie, kan opleiding en veral opleiding deur die klein werkgewer, nadelig daardeur beïnvloed word.

Dit word algemeen aanvaar dat die Staat die volle verantwoordelikheid dra vir die koste van verpligte basiese onderwys, terwyl dit die verantwoordelikheid van die werkgewer is om sy eie personeel op te lei. Dit word egter as noodsaaklik beskou dat die Staat die een of ander vorm van aansporing aan die privaatsektor moet bied om 'n opleidingsbelegging in menslike kapitaal te doen. Die privaatsektor maak afgesien van inkomstebelasting reeds 'n wesenlike bydrae tot die formele onderwys deur middel van lenings en beurse aan individue, aansienlike skenkings aan 'n verskeidenheid opvoedkundige inrigtings en die voorsiening van wesenlike opvoedkundige dienste waar die Staat nie sodanige voorsiening kan maak nie. Sou alle dergelike bydraes deur die privaatsektor tot die formele onderwys gestaak word, sou die Staat dit uiters moeilik vind om sodanige koste aan te gaan.

Aangesien die privaatsektor reeds in die formele onderwysstelsel belê, word aanvaar dat die Staat 'n belegging in die opleidingstelsel behoort te maak. Opleiding is aanvullend tot die onderwysstelsel en is betrokke by die ontwikkeling en ontplooiing van die gemeenskap in sy geheel en as sulks is dit ook 'n verantwoordelikheid van die Staat. Die verdienvermoe van mannekrag word verhoog deur middel van opleiding en op sy beurt word die belastinggrondslag van die Staat daardeur verbreed. Gevolglik verhoog die algehele moontlike inkomste wat die Staat van individue en die privaatsektor ontvang. As gevolg van die huidige ernstige tekortkominge in die onderwysstelsel,

There are also two other financial incentives worthy of consideration relating to exemption from import duty on expensive training equipment and tax concessions on donations to training boards and accredited training programmes. These benefits are already enjoyed by the formal education system and it is recommended that with the necessary financial controls, they now be extended to the training system. A further strong appeal has been received, and is supported, that donations made to the regional training centres, which are considered as an important part of training for industries' needs, should also qualify in terms of section 18A of the Income Tax Act, 1962.

#### 5. PRIVATISATION, DECENTRALISATION, CO-ORDINATION, EFFICIENCY, EFFECTIVENESS OF TRAINING AND EQUIPPING THE LABOUR FORCE WITH THE NECESSARY SKILLS

This strategy addresses objectives 4 and 5 and the first of the goals and encompasses the following recommendations of the Skills Training Report R 4 D, O, P; R 16, R 21; R.22 and R 25

Objectives 4 and 5 are as follows

To promote and support the privatisation, decentralisation and co-ordination of training.

To promote the efficiency and effectiveness of training.

*The first goal is the following.*

To equip the labour force, including disabled persons, with the skills and values needed to assist the development of the economy in the formal and informal sectors

The determination of the national training strategy, establishment of TTP and acceptance of its mission, the establishment of the AATB and the NCBIS and their functions and the establishment of the new NTB, lay a sound foundation for the realisation of these objectives and this goal.

The establishment of industry training boards will lead to a devolution of decision making from the department to ATBs which in turn will make privatisation, decentralisation and co-ordination of training possible while the activation of the AATB with its members can lead to greater effectiveness and efficiency of training. Particular attention is drawn to the existence of the nine regional training centres which have over 50 satellites. These are available to industry, and can be used to research training needs, develop training courses and provide accredited training according to industry's needs and may well be more cost-effective than establishing further independent training facilities in these times of financial constraints and a shortage of competent training staff as well as physical facilities.

All the bodies concerned in the provision of the training network in the RSA need to take note of the content of the Skills Training Report as well as the Report on the Training Artisans in the RSA

Twee ander finansiële aansporings wat agtenswaardig is, hou verband met die vryskelding van invoerreg op duur opleidingstoerusting en belastingtoegewings verbonde aan skenkings aan opleidingsrade en geakkrediteerde opleidingsprogramme. Sodanige voordele word alreeds in die formele onderwysstelsel benut en daar word aanbeveel dat dit, onder die vereiste finansiële beheer, na die opleidingstelsel uitgebrei moet word. 'n Ander ernstige versoek wat ontvang is, en ondersteun word, is dat skenkings aan streekopleidingsentrums ook ingevolge artikel 18A van die Inkomstebelastingwet, 1962, in aanmerking geneem moet word, aangesien hulle aandeel aan opleiding vir nywerheidsbehoefte as belangrik beskou word.

#### 5. PRIVATISERING, DESENTRALISERING, KOÖRDINERING, DOELMATIGHEID EN DOELTREFFENDHEID VAN OPLEIDING EN VOORSIENING VAN DIE NODIGE VAARDIGHEDEN AAN DIE ARBEIDSKORPS

Hierdie strategie behandel doelwitte 4 en 5 en die eerste doelstelling en behels die volgende aanbevelings van die Verslag oor Vaardighedsopleiding A 4 D, O, P, A.16; A 21, A 22 en A.25

Doelwitte 4 en 5 is die volgende:

Om die privatisering, desentralisering en koördinering van opleiding te bevorder en te ondersteun.

Om die doelmatigheid en doeltreffendheid van opleiding te bevorder.

*Die eerste doelstelling is.*

Om die arbeidskorps, met inbegrip van gestremde persone, toe te rus met die vaardighede en waardes wat benodig word om die ontwikkeling van die ekonomie in die formele en informele sektore te ondersteun.

Die bepaling van die nasionale opleidingstrategie, die instelling van DOV en aanvaarding van sy missie, die daarstelling van die VGOR en die NKOIK en hulle funksies en die instelling van die nuwe NOR, lê 'n sterk grondslag vir die verwesenliking van bogenoemde doelstelling en doelwitte.

Die instelling van nywerheidsopleidingsrade lei na 'n oordrag van beleidsbepaling vanaf die departement na die opleidingsrade, wat op hulle beurt, privatisering, desentralisering en koördinering van opleiding moontlik maak, terwyl die aktivering van die VGOR en sy lede tot effektiewer en doeltreffender opleiding kan lei. Die aandag word veral gevestig op die bestaan van die nege streekopleidingsentrums wat oor meer as 50 satelliete beskik. Hulle is tot die beskikking van die nywerheid en kan benut word om opleidingsbehoefte na te vors, opleidingskursusse op te stel en om geakkrediteerde opleiding na gelang van nywerheidsbehoefte te voorsien en kan wel meer koste-effektief wees as om verdere onafhanklike opleidingsfasiliteite tot stand te bring, veral onder die huidige omstandighede van finansiële beperkings en 'n tekort aan bekwaame opleidingspersoneel en fisiese fasiliteite.

Alle liggame wat by die voorsiening van die opleidingstruktuur in die RSA betrokke is, behoort op die inhoud van die Verslag oor Vaardighedsopleiding en die Verslag oor die Opleiding van Ambagsmanne in die RSA te let.



quacies of the education system, an additional burden, namely that of compensatory and remedial education, is thrown on the training system. The state could use cash grants for training in order to stimulate development in certain critical areas such as the development of ATBs, of new technologies and of the earning capacity of individuals who might otherwise be a liability to the State.

It is accepted that there are at present great constraints on state expenditure because of the State of the economy, inflation, world oil prices and the demands of housing, health services and particularly achieving equity in educational facilities. It was pointed out in the Skills Training Report, however, that a considerable saving to the state was brought about by terminating tax concessions for training. This had been estimated at between R120 million and R500 million per annum prior to July 1990 when tax concessions for training were terminated. This amount should be determined by the Treasury and the NTB and a large percentage of such savings should be appropriated for cash grants for training.

At the same time a subsidy formula should be developed for cash grants to ATBs based on criteria such as man-days or man-weeks of approved training courses which would be comparable with the subsidy formulae used in formal education based on full-time equivalent students. This formula could also incorporate an "A" factor which is the percentage of the funds generated by the formula which the State could afford in any one fiscal year.

It is also considered essential that, in addition to the cash grant for training originating from the state's income, attention should be paid to the distribution of training costs among employers so as to ensure that all employers contribute their reasonable share of training costs. At present there are employers who do not carry out their share of training and resort to piracy of trained labour and immigration at inflated wage rates. This distribution of training costs is in the first place the responsibility of an industry which in setting up its ATB should give consideration to levy/grant systems. In addition, serious consideration should be given to the introduction of a training tax which could be modelled on the Australian Training Tax which was introduced as recently as 1 July 1990. This tax applies to all employers with a turnover exceeding A\$200 000 which covers 80% of the total Australian formal labour force. For such employers the tax is 1% (1,5% w e f 1 July 1991) of their total salary bill. The tax payable is the difference between this 1% and their actual training expenditure on approved training. The training tax is funded and then paid to the individual Australian states for the purposes of further training courses.

word 'n bykomende las, naamlik dié van kompense-rende en remedierende onderwys, op die opleidingstelsel gelê. Kontanttoelaes vir opleiding kan deur die Staat aangewend word om uitbreiding op sekere kritieke gebiede te stimuleer, soos die ontwikkeling van geakkrediteerde opleidingsrade, nuwe tegnologiee en die uitbreiding van die verdienstekapasiteit van individue wat andersins 'n las op die Staat sou wees.

Staatsuitgawes verkeer tans onder aansienlike druk as gevolg van die huidige konjunktuur, inflasie, wêreld-oliepryse en die eise van behuising, gesondheidsdienste en veral die strewe na die voorsiening van gelykwaardige opvoedkundige fasiliteite. In die Verslag oor Vaardighedsopleiding is egter aangetoon dat die afskaffing van belastingtoegewings vir opleiding 'n aansienlike besparing vir die Staat meebring het. Daar word beraam dat dié besparing jaarliks tussen R120 miljoen en R500 miljoen bedra het totdat belastingtoegewings vir opleiding in Julie 1990 verval het. Die werklike bedrag behoort deur die Tesourie en die NOR bereken te word en 'n groot persentasie van dié besparing behoort vir kontanttoelaes ten behoeve van opleiding beskikbaar gestel te word.

'n Subsidieformule vir kontanttoelaes aan die geakkrediteerde opleidingsrade behoort terselfdertyd uitgewerk te word en dit moet op maatstawwe soos mandae of manweke van goedgekeurde opleidingskursusse gebaseer wees wat vergelykbaar sal wees met die subsidieformules wat op formele onderwys van toepassing is en wat op voltydse ekwivalente studentetalle gebaseer is. 'n "A"-faktor kan by hierdie formule ingelyf word wat 'n persentasie van die gelde verteenwoordig wat voortspruit uit die formule van wat die Staat gedurende 'n belastingjaar kan bekostig.

Dit word ook as noodsaaklik beskou dat, benewens die kontanttoelae vir opleiding wat van staatsinkomste afkomstig is, aandag geskenk moet word aan die verspreiding van opleidingskoste onder werkgewers om te verseker dat alle werkgewers 'n redelike deel tot opleidingskoste bydra. Daar is tans werkgewers wat nie hulle deel van opleiding dra nie en wat hulle wend tot roofkoop van arbeid en immigrasie teen inflasionêre loontariewe. Hierdie verspreiding van opleidingskoste is eerstens die verantwoordelikheid van 'n nywerheid wat, by die daarstelling van sy GOR, oorweging aan 'n heffing/toelaestelsels moet gee. Daarbenewens moet die instelling van 'n opleidingsbelasting in ooreenstemming met die Australian Training Tax wat so onlangs soos 1 Julie 1990 ingestel is, ernstig oorweeg word. Hierdie belasting is van toepassing op alle werkgewers met 'n omset wat A\$200 000 oorskry, waardeur 80% van die totale formele Australiese arbeidsmag gedek word. Die belasting van sodanige werkgewers bedra 1% (1,5% met ingang van 1 Julie 1991) van hulle totale salarisrekening. Die betaalbare belasting is die verskil tussen hierdie 1% en hulle werklike uitgawe aan goedgekeurde opleiding. Die opleidingsbelasting word befonds en vervolgens aan die individuele Australiese state uitbetaal ter benutting in verdere opleidingskursusse.

## 6. TO OPTOMISE THE TRAINABILITY BASIS OF EMPLOYEES AND PROSPECTIVE EMPLOYEES

This strategy addresses goal and recommendation R.19 of the Skills Training Report.

### Goal 2

To optimise the trainability basis of employees with specific reference to bridging training, reading and writing skills, numeracy, work skills, learning skills and further training of the employee

This goal and strategy are directed particularly at the "lost generation" which is the youth of the country who, for a variety of reasons, have missed the opportunity of going to school or who have dropped out of the school system without adequate schooling, who are without a trainable base, possibly illiterate and innumerate, and who are at present without employment. All indications are that there must be more than a million such persons who are without work or any hope of obtaining employment and who would be difficult to train if they did obtain a job. It will be necessary for full-time training which is financed by the State and is designed in concert with the private sector, to be provided to such persons in a way that is acceptable to them and to the private sector. This training will have to equip them with the necessary value systems and the skills required for them to be able to benefit from skills training on an in-service basis so as to enhance their competence.

In order to ensure the acceptance of such training by the private sector it is recommended that the Private Sector Education Council (PRISEC) be approached to assist in the design of such a programme, taking cognisance of schemes in other parts of the world such as the Youth Training Programmes of the United Kingdom, the Australian Traineeship System, the English National Vocational Qualification and any other appropriate system. The programme should consist of facets such as literacy, numeracy, communication, social and personal skills, technology, the working environment and working ethics, problem solving and general job-related skills and should develop moral and religious values. Once such programmes have been accepted by all relevant parties, the funding will have to be provided by the State and the courses would ideally be offered by the regional training centres and the technical colleges acting in concert or individually.

## 7. A TRAINING QUALIFICATION STRUCTURE AND TRAINING CERTIFICATION BODY

This strategy is designed to meet the requirements of goal 3 which is to design a training qualification structure administered by a training certification body in order to ensure acceptable training standards.

## 6. OM DIE OPLEIBAARHEIDSBASIS VAN WERKNEMERS EN VOORNEMENDE WERKNEMERS TEN BESTE TE BEVORDER

Hierdie strategie handel oor die tweede doelstelling en aanbeveling A.19 van die Verslag oor Vaardighedsopleiding.

### Tweede doelstelling.

Om die opleibaarheidsbasis van werknemers ten beste te bevorder met spesifieke verwysing na oorbruggingsopleiding, lees- en skryfvaardigheid, syfervaardigheid, werkvaardigheid, leervaardigheid, sowel as na verdere opleiding van werknemers.

Hierdie doelstelling en strategie is veral toegespits op die sogenaamde "lost generation", naamlik die jeug van die land wat om verskeie redes die geleentheid ontbeer het om 'n skool by te woon, of by die skoolstelsel deur gebrek aan toereikende onderrig uitgesak het, of wat, sonder 'n opleibare grondslag, waarskynlik ongeletterd en onsyfervardig en tans werkloos is. Alles wys daarop dat daar meer as 'n miljoen sulke persone moet wees wat werkloos is en min of geen hoop het om ooit werk te kry nie en indien hulle wel in diens geneem word, moeilik opgelei sal kan word. Dit sal nodig wees om heelydse opleiding, wat deur die Staat gefinansier sal moet word en in samewerking met die privaatsektor ontwerp is, aan sulke persone te voorsien en wel op sodanige wyse dat dit vir hulle en vir die privaatsektor aanvaarbaar is. Dié opleiding sal hulle van die nodige waardestelsels moet voorsien asook van die vereiste vaardighede, sodat hulle by vaardighedsopleiding op 'n indiensgrondslag sal kan baat ten einde hulle bevoegdheid te verbeter.

Om die aanvaarding van dergelike opleiding deur die privaatsektor te verseker, word aanbeveel dat die Privaatsektoronderwysraad (PRISEC) genader moet word om met die beplanning van sodanige program behulpsaam te wees met inagneming van skemas in ander wêrelddele, byvoorbeeld die Youth Training Programmes van die Verenigde Koninkryk, die Australian Traineeship System, die English National Vocational Qualification en enige ander toepaslike stelsels. Die program behoort uit fasette soos gelettertheid, syfervaardigheid, kommunikasie, maatskaplike en persoonlike vaardighede, tegnologie, die werkomgewing, probleemoplossing en algemene werkverwante vaardighede te bestaan en morele en religieuse waardes te kweek. Nadat sodanige program deur al die betrokke partye aanvaar is, sal die koste daarvan deur die Staat gedek moet word en die program sal, ideaal gesproke, deur die streekopleidingsentrums en die tegniese kolleges aangebied word waar hulle of in samewerking, of afsonderlik sal optree.

## 7. 'N KWALIFIKASIESTRUKTUUR EN SERTIFISERINGSLIGGAAM TEN OPSIGTE VAN OPLEIDING

Hierdie strategie is ontwerp om aan die vereistes van die derde doelstelling te voldoen, naamlik om 'n kwalifikasiestruktuur vir opleiding te ontwerp wat deur 'n sertifiseringsliggaam geadministreer word ten einde aanvaarbare opleidingstandaarde te verseker.

It also must satisfy recommendations R 4 M, N and R.25 of the Skills Training Report

The concept of a training qualification structure is that accredited modular training undertaken with one employer and fitting into the qualification structure will be recognised for employment purposes by other firms within the same industry as well as by employers in other industries. Recognition will be given because the course is well structured and is competency based resulting in the holders of a specific qualification having known competencies which are of value in employment. The design of such a structure should be the responsibility of an independent body such as the National Council for Vocational Qualifications in the United Kingdom and the Department of Manpower, the NTB and the AATB should all be well represented on such a body.

In the design of courses consideration should be given to courses such as those leading to national vocational qualification (NVQ) in the United Kingdom as well as the Traineeship System of Australia. The Australian Traineeship consists of at least one year's duration including 13 weeks of institutional training as well as in-service training with a balanced programme covering communications, the working environment, the technology of the occupation including the use of computers, numeracy and literacy, practical and manual skills of the occupation, problem solving and planning as well as job-specific skills. In this training qualification structure it is envisaged that there will be modular competency-based training within industry career path structures and the training for the lost generation could well present the first modules of such career path structures.

#### **8. TO CLARIFY THE BASIC EDUCATION REQUIREMENTS OF INDUSTRY AND ESTABLISH EFFECTIVE LINKAGES BETWEEN TRAINING AND EDUCATION**

This strategy is designed to satisfy goals 4 and 5 as well as recommendation R.4 C of the Skills Training Report. The stated goals are:

To clarify the basic education requirements for training in industry.

To establish effective linkages between training and education and especially direct linkages with respect to vocational education

##### **8.1 Basic education requirements**

Because of general dissatisfaction felt by the private sector regarding the products of the education system, a one-day workshop was held in Pretoria on 28 November 1989. This workshop was organised by the Federated

Dit moet ook aan aanbevelings A 4 M, N en A 25 van die Verslag oor Vaardighedsopleiding voldoen

Die idee agter 'n kwalifikasiestruktuur vir opleiding is dat geakkrediteerde modulêre opleiding wat by 'n bepaalde werkgewer ondergaan word en wat by die kwalifikasiestruktuur inskakel, tot 'n nasionale kwalifikasie sal lei wat vir indiensmeningsdoeleindes ook deur ander werkgewers binne dieselfde nywerheid, sowel as deur werkgewers in ander nywerhede, erken sal word omdat die kursus deeglik gestruktureerd en bevoegdheidsgerig is. Gevolglik sal persone wat 'n bepaalde kwalifikasie besit erkende bevoegdheids hê wat vir indiensneming van nut sal wees. Die ontwerp van 'n dergelike struktuur behoort die verantwoordelikheid van 'n onafhanklike liggaam soos dié van die National Council for Vocational Qualifications in die Verenigde Koninkryk te wees en die Departement van Mannekrag, die NOR en die VGOR behoort almal goeie verteenwoordiging in sodanige liggaam te hê.

By die ontwerp van kursusse kan oorweging gegee word aan kursusse soos dié van die National Council for Vocational Qualifications (NCVQ) in die Verenigde Koninkryk wat tot nasionale beroepskwalifikasies lei, asook kursusse wat vergelyk met dié van die Traineeship-stelsel van Australië. Die Australian Traineeship duur minstens 'n jaar, met inbegrip van 13 weke van instusionele opleiding, asook indiensopleiding met 'n gebalanseerde program wat die volgende dek: Kommunikasie, die werkomgewing, die tegnologie van die beroep (waaronder die gebruik van rekenars) syfervaardigheid en geletterdheid, praktiese en handvaardighede ten opsigte van die beroep, probleemoplossing en beplanning, asook werkgerigte vaardighede. Daar word in die voortuitsig gestel dat daar in hierdie struktuur vir opleidingskwalifikasies modulêre bevoegdheidsgerigte opleiding binne die samestelling van loopbaanrigtings in die nywerheid sal wees en opleiding vir die "lost generation" kan wel die eerste modules van dergelike strukture vir loopbaanrigtings verteenwoordig.

#### **8. OM DIE BASIESE OPVOEDKUNDIGE VEREISTES VIR OPLEIDING IN DIE NYWERHEID TE IDENTIFISEER EN OM EFFEKTIEWE SKAKELS TUSSEN OPLEIDING EN DIE ONDERWYS TOT STAND TE BRING**

Hierdie strategie is ontwerp om aan doelstellings 4 en 5, asook aan aanbeveling A 4C van die verslag oor Vaardighedsopleiding te voldoen. Die genoemde doelstelling is:

Om die vereistes ten aansien van basiese onderwys vir opleiding uiteen te sit en duidelik aan te toon.

Om effektiewe skakelmeganismes tussen opleiding en onderwys te skep en direk te skakel veral ten aansien van beroepsonderwys

##### **8.1 Basiese opvoedkundige vereistes**

As gevolg van algemene ontevredenheid by die privaatsektor oor die produkte van die onderwysstelsel, is 'n eendaagse seminar op 28 November 1989 in Pretoria gehou. Die seminar is deur die Federasie van Nywerheidskamers, VKK, SAFSIB, BIFSA en die Kamer van Mynwese gereël en alle ministers en

Chamber of Industries, Assocom, SEIFSA, BIFSA and the Chamber of Mines and all Ministers and Deputy Ministers as well as their Directors-General were invited to attend. As a result of this workshop the Private Sector Education Council (PRISEC) was established during 1990, with the following mission

PRISEC will be actively involved in the ongoing development of a non-racial, relevant and legitimate national education system which will encourage optimum growth and equip each user to cope with the responsibilities of life in a democratic society

Because of its membership, which includes bodies representing the bulk of employers in the RSA, PRISEC is in an outstanding position to express the exact qualities and skills that employers require in the products of the formal education system. These will include literacy in mother tongue and in English, numeracy up to particular types of calculations which can be specified, work ethics, personal and social skills, reasoning ability, manual dexterity, an understanding of the world of work and the potential to develop specific job skills through in-service training. It is recommended that TTP and the NTB make arrangements with PRISEC for the determination of these basic educational requirements. There will, however, have to be continuous interaction between these parties to ensure a regular updating of the requirements so that the changing needs of industry can be taken into account. It must be clearly stated that these requirements will not include job-specific requirements which are the responsibility of the employer and in-service training.

### **8.2 Effective linkages between training and education**

A PRISEC came into existence in order to express the view of the private sector of education to the relevant authorities and work towards its mission of a relevant education system, it seems clear that PRISEC already represents a possible linkage between the private sector training system and formal education. In view of this all the partners of TTP should build strong linkages with PRISEC and supply it with clear indications of what they require of the education system as well as what services they could provide to formal education. These could be particularly strong in the areas of vocational guidance, profiles of job requirements, exposure of guidance teachers to actual work situations and even provision of vocation job exposure to pupils and students.

In addition to these departments there is a body which has been newly constituted, namely the South African Council for Education (SACE), which was established in terms of the National Policy of General Education Affairs Act, 1984 (Act No 76 of 1984). The SACE advises the Minister of National Education on

adjunk-ministers van onderwys asook hulle Direkteurs-generaal is daarheen genooi. Na aanleiding van hierdie seminaar het die Privaatsektoronderwysraad (PRISEC) gedurende 1990 tot stand gekom en sy missie is soos volg gestel.

PRISEC sal daadwerklik betrokke wees by die voortgesette ontwikkeling van 'n nie-rassige, relevante en regmatige nasionale onderwysstelsel wat optimale ekonomiese groei sal aanspoor en wat elke deelnemer daaraan sal toerus om opgewasse te wees teen die verantwoordelikhede van die lewe in 'n demokratiese gemeenskap.

Omrede sy lidmaatskap, waarby liggame ingesluit is wat die meerderheid van werkgewers in die RSA verteenwoordig, is PRISEC in 'n uitstekende posisie om die juiste eienskappe en vaardighede te identifiseer wat werkgewers van die produkte van die formele onderwysstelsel verwag. Dit beheldds onder andere die volgende: Geletterdheid in die moedertaal en in Engels, syfervaardigheid tot op sekere vlakke van bereken wat gespesifiseer kan word, werketiek, persoonlike en maatskaplike vaardighede, redeneervermoë, handvaardigheid, 'n begrip van die wêreld van werk en die potensiaal om spesifieke taakvaardighede deur middel van indiensopleiding te ontwikkel. Daar word aanbeveel dat DOV en die NOR met PRISEC in hierdie verband moet skakel. Daar sal egter voorgesette wisselwerking tussen hierdie partye moet wees om gereelde hersiening van die vereistes te verseker sodat daar met die veranderende behoeftes van die nywerheid rekening gehou kan word. Dit moet egter duidelik gestel word dat taakspeisifieke vereistes, waarvoor die werkgewer en indiensopleiding die verantwoordelikhede dra, nie hierby ingesluit is nie.

### **8.2 effektiewe skakels tussen opleiding en onderwys**

Aangesien PRISEC ontstaan het met die doel om die siening van die privaatsektor ten opsigte van onderwys aan die betrokke owerhede weer te gee en om sy missie van 'n relevante onderwysstelsel na te streef, blyk dit duidelik dat PRISEC alreeds 'n moontlike skakel tussen die opleidingstelsel van die privaatsektor en die formele onderwys verteenwoordig. Met inagneming hiervan behoort alle lede van DOV stewige skakelmeganismes met PRISEC tot stand te bring en hulle moet PRISEC duidelik ingelig hou insake dit wat hulle van die onderwysstelsel verwag, asook ten opsigte van dienste wat hulle aan die formele onderwys kan lewer. Dit kan besonder intensief geskied op die gebied van beroepsvoorligting, profiele van werkvereistes, blootstelling van voorligtingonderwysers aan werklike werksituasies en selfs voorsiening van blootstelling van leerlinge en studente aan werkgeleenthede tydens vakansies.

Benewens hierdie departemente is daar 'n liggaam wat onlangs nuut saamgestel is, naamlik die Suid-Afrikaanse Raad vir Onderwys (SARO), wat ingevolge die Wet op die Nasionale Beleid vir Algemene Onderwys sake, 1984 (Wet No 76 van 1984), tot stand gekom het. SARO adviseer die Minister van Nasionale Opvoeding oor enige aangeleenthede met betrekking tot die werksaamhede van sy departement soos bedoel in artikel 2 van die Wet en dit beheldds formele, nie-

any matters relevant to the functions of his department as set out in section 2 of the Act and this includes formal, non-formal and informal education. However, this non-formal education, by agreement between the education and manpower departments, does not include training in terms of the Manpower Training Act, 1981. It should be possible for PRISEC to link and interact with the SACE and express the private sector's view on education to it. Initially this linkage would be informal as the present chairman and one member of PRISEC are also members of the SACE but in the longer term provision should be made for formal interaction on a regular basis.

This SACE is, however, merely an advisory body which cannot ensure that its decisions are in fact acted upon. For this reason a more formal linkage is required in the longer term so that PRISEC can interact with a body that is able to ensure that its decisions are carried out by both the training and the education sector. Ideally this implies one department having the dual functions of education and training. This is the case in Australia where the Commonwealth Government has a Department of Education, Employment and Training. Another possibility is the establishment of a superior body such as the State President's Training and Education Council which would be in the position to dictate to both these sectors. This concept received strong support from the regional training seminars.

Ultimately it will be very important that continuous, unfettered and effective liaison and interaction take place between TTP, PRISEC, SACE or a possible future alternative as well as the Minister of Manpower and Ministers of Education.

formele en informele onderwys. Nie-formele onderwys sluit egter mannekragopleiding ingevolge die Wet op Mannekragopleiding van 1981 uit, volgens ooreenstemming tussen die Departemente van Onderwys en Mannekrag. Dit behoort moontlik te wees vir PRISEC en SARO om met mekaar te skakel en op mekaar te reageer en PRISEC behoort die siening van die private sektor ten opsigte van onderwys aan SARO te kan voorlê. Hierdie skakel sal aanvanklik van 'n informele aard wees aangesien die huidige voorsitter en een lid van PRISEC ook lede van SARO is, maar oor die lang termyn moet daar vir formele wisselwerking op 'n gereelde grondslag voorsiening gemaak word.

SARO is egter bloot 'n raadgewende liggaam wat nie kan verseker dat daar trouens volgens sy besluite optree sal word nie. Daarom is daar oor die lang termyn 'n meer formele skakel nodig sodat PRISEC in wisselwerking kan optree met 'n liggaam wat daartoe in staat is om te verseker dat sy besluite deur beide die opleiding- en die onderwyssektor uitgevoer sal word. Ideaal gesien beteken dit 'n departement wat oor die tweeledige funksies van onderwys en opleiding beskik. In Australië byvoorbeeld beskik die Gemenebes-regering oor 'n enkele Departement van Onderwys, Werkverskaffing en Opleiding. 'n Tweede moontlikheid is die instelling van 'n hoer gesagsliggaam, byvoorbeeld 'n opleiding- en onderwysraad van die Staatspresident wat in staat sal wees om aan albei hierdie sektore voor te skryf. Hierdie gedagte het by geleentheid van die vyf streekseminare sterk ondersteuning geniet.

In die geheel gesien is dit van belang dat daar gedurende, onbelemmerde en effektiewe skakeling tussen die volgende instansies sal wees: DOV, PRISEC, SARO of 'n moontlike toekomstige alternatief, die Minister van Mannekrag en die Ministers van Onderwys.

# The legacy of apartheid is a training crisis

APARTHEID's legacy to the new South Africa is a management and training crisis, says Anglo American Central Training Unit (CTU) manager Johan Swanepoel

"The country's business world faces a major test in its assessment of management material and the development of new skills

## Optimise

"We need to optimise our resources, from the janitor to the chairman"

SA is critically short of good managers, Swanepoel says

"Technical skills and managerial shortages could be crippling in the future and they are already holding us back"

He says managers have

only been drawn from about 20% of the population

Central Statistical Service figures from 1990 show that SA will need an additional 120 000 middle and senior managers and executives by the year 2000 to maintain its growth and whites will only be able to account for 45 000 of this figure

Business Challenge, CE Phil Khumalo said, in a recent report that only 2,2% of managers in SA's top 100 companies were black

A study of 21 top companies conducted by Unisa's School of Business Leadership earlier this year found that only 2,2% of managers and less than 1% of senior managers were black, 3,3% were Indian and 2,6% coloured

The petroleum industry has the highest percentage of black managers (3,4%), followed by wholesale and retail industries (2,7%)

Executive Education MD Rex Drew says the ratio of workers to managers is disproportionate in SA

## Ratio

The recommended ratio is one manager to seven workers, but in SA it is closer to 150

He says education issues also have to be addressed urgently

A new government would address secondary education and it would be left to the private sector to address tertiary education

Many companies pay lip service to uplifting blacks, but few translate this into action, he says

179

18/000 24/7/91

# Govt blamed for training cutbacks

8/10 am 29/7/91 (179)  
A TOP-level probe into manpower training has found that government was responsible for private sector training cutbacks during the economic downturn.

The investigation by a working committee, co-ordinated by the Human Sciences Research Council (HSRC) and the National Training Board (NTB), found that the state had abolished tax concessions on training during the valley of the recession last year and industry had suffered as a result.

The committee felt it was essential that government offer an incentive to the private sector to invest in training.

Cash grants should be given to accredited industry training boards and a portion of such grants should go to individual employers involved in training, said committee chairman and former Natal Technikon principal Alan Pittendrigh.

The committee recommended to Manpower Minister Eli Louw that government, labour, the private sector and educational organisations come together to thrash out a national training strategy.

Pittendrigh said the inadequacies of training were obvious in "deplorably low" productivity levels.

The committee concluded that optimum use of SA's total training facilities and funds was impossible because of a lack of co-ordination and clear-cut training goals.

Besides the HSRC and NTB, other representatives on the work committee included Sacob, the AHI, Transnet, the SA Agricultural Union,

Chamber of Mines, government departments, the Small Business Development Corporation, First National Bank and the Development Bank of SA.

The committee's report says the private sector and government spent vast sums of money on training, while concessions for training cost between R210m and R500m a year before they were discontinued in July 1990.

But this enormous training effort was largely unco-ordinated and uncontrolled. It was mainly a reaction to shortages of short-term skilled labour shortages.

HSRC education GM Schalk Engelbrecht said SA's most difficult problem was the low trainability level of the population.

About 50% of adults were illiterate and therefore did not have the basic skills needed for job training.

He said it was essential that six or seven years of basic schooling be made compulsory for all SA children to address illiteracy at its source.

The thousands of organisations already involved in training had to include literacy training to help existing illiterate adults.

Engelbrecht said at least 150 000 people could be reached annually through existing training schemes and centres.

He said the skills shortage would be with SA for a long time because it simply did not have the facilities or funding for the massive upgrade needed.

TANIA LEVY

No. R. 1792

2 August 1991

## MANPOWER TRAINING ACT, 1981 (179)

## AMENDMENT OF APPRENTICE TRAINING SCHEME FOR THE LOCAL AUTHORITY UNDERTAKING

I, Eli van der Merwe Louw, Minister of Manpower, acting in terms of section 39 (6) of the Manpower Training Act, 1981, hereby amend, with effect from 1 July 1991, the Scheme published in the Schedule to Government Notice No 1195 of 1 June 1990—

(a) by amending clause 3 of the Scheme—

(1) By the substitution for the definitions of "employee" and "employer" of the following definitions, respectively

" 'employee' means any person who is employed by or working for an employer and who receives remuneration or is entitled to receive remuneration from such employer,

'employer' means a Local Authority or a Regional Services Council, as defined herein,"

(2) by the insertion after the definition of "Fund" of the following definition

" 'Local Authority' means any one of the following:

(a) Any institution or body contemplated in section 84 (1) (f) of the Provincial Government Act, 1961 (Act No. 32 of 1961),

(b) a local authority as contemplated in section 2 of the Black Local Authorities Act, 1982 (Act No 102 of 1982), and

(c) a board of management or a board as defined in the Rural Areas Act (House of Representatives), 1987 (Act No. 9 of 1987),"

(3) by the substitution for the definition of "Local Authority Undertaking" of the following definition.

" 'Local Authority Undertaking' means the industry in which employers and their employees are associated for the instituting, continuing and finishing of any act, scheme or activity which may be undertaken by a Local Authority and a Regional Services Council,"

(4) by the insertion after the definition of "Local Authority Undertaking" of the following definitions

" 'Regional Services Council' means a regional services council established in terms of section 3 of the Regional Services Councils Act, 1985 (Act No. 109 of 1985), and also a joint services council established in terms of section 4 of the Joint Services for KwaZulu and Natal Act, 1990 (Act No 84 of 1990),

'regional services levy' means a regional services levy as defined in the Regional Services Councils Act, 1985, and in the Joint Services for KwaZulu and Natal Act, 1990," and

(5) by the insertion after the definition of "Scheme" of the following definition

" 'total salary budget' means the total amount budgeted for a certain financial year in respect of the remuneration of employees in all permanent full-time and part-time posts on the establishment of the Local Authority and includes—

(a) basic salary,

(b) service bonus (leave bonus, thirteenth cheque),

No. R. 1792

2 Augustus 1991

## WET OP MANNEKRAGOPLEIDING, 1981

## WYSIGING VAN VAKLEERLINGOPLEIDINGSKEMA VIR DIE PLAASLIKE OWERHEIDSONDERNEMING

Ek, Eli van der Merwe Louw, Minister van Mannekrag, handelende kragtens artikel 39 (6) van die Wet op Mannekragopleiding, 1981, wysig hierby, met ingang van 1 Julie 1991, die Skema gepubliseer in die Bylae tot Goewermentskennisgewing No 1195 van 1 Junie 1990—

(a) deur klousule 3 van die Skema te wysig—

(1) deur die volgende omskrywing na die omskrywing van "opleidingsaansporing" in te voeg

" 'Plaaslike Owerheid' enige van die volgende

(a) 'n Instelling of liggaam soos beoog in artikel 84 (1) (f) van die Wet op Provinsiale Bestuur, 1961 (Wet No 32 van 1961);

(b) 'n plaaslike owerheid soos beoog in artikel 2 van die Wet op Swart Plaaslike Owerhede, 1982 (Wet No. 102 van 1982), en

(c) 'n bestuursraad of 'n raad soos omskryf in die Wet op Landelike Gebiede (Huis van Verteenwoordigers), 1987 (Wet No 9 van 1987),"

(2) deur die omskrywing van "Plaaslike Owerheids-onderneming" deur die volgende omskrywing te vervang.

" 'Plaaslike Owerheidsonderneming' die nywerheid waarin werkgewers en hul werknemers geassosieer is vir die instelling, voortsetting en afhandeling van enige handeling, skema of aktiwiteit wat deur 'n Plaaslike Owerheid en 'n Streeksdiensteraad onderneem mag word;"

(3) deur die volgende omskrywings na die omskrywing van "Skema" in te voeg

" 'streeksdiensteheffing' 'n streeksdiensteheffing soos omskryf in die Wet op Streeksdiensterade, 1985 (Wet No 109 van 1985), en in die Wet op Gesamentlike Dienste vir KwaZulu en Natal, 1990 (Wet No 84 van 1990);

'Streeksdiensteraad' 'n streeksdiensteraad ingestel kragtens artikel 3 van die Wet op Streeksdiensterade, 1985, en ook 'n gesamentlike diensteraad ingestel kragtens artikel 4 van die Wet op Gesamentlike Dienste vir KwaZulu en Natal, 1990,

'totale salarisbegroting' die totale bedrag begroot vir 'n bepaalde finansiële jaar ten opsigte van die vergoeding van werknemers in alle permanente voltydse en deeltydse poste op die diensstaat van die Plaaslike Owerheid en sluit in—

(a) basiese salaris,

(b) diensbonus (verlofbonus, dertiende tjeke),

(c) oortyd;

(d) waarnemingstoelaag; en

(e) meriete bonus,

maar uitgesluit—

(i) pensioen en mediese bydraes,

(ii) behuisingsubsidie, en

(iii) vervoertoelaes;" en



- (c) overtime;  
(d) allowance for acting, and  
(e) merit bonus,

but excludes—

- (i) pension and medical contributions,  
(ii) housing subsidy, and  
(iii) travelling allowances, and”,

(b) by the substitution for subclause (1) of clause 7 of the Scheme of the following subclause

“(1) Every employer in the Local Authority Undertaking shall, during July but not later than 31 July of each year, submit and pay to the Fund at the head office of the Scheme, P O Box 10638, Johannesburg, 2000, or such other address as the Board may notify in writing to the employer—

(a) return in the form determined by the Board and supplied to the employer from time to time, and

(b) an annual levy—

(i) in the case of a Local Authority, as defined herein, of 0,04% (nought comma nought four per cent) of the total salary budget for the preceding financial year,

(ii) in the case of a Regional Services Council, as defined herein, of 0,18% (nought comma one eight per cent) of the regional services levy budgeted for the financial year in which this levy is payable,

which payment must accompany the return referred to in paragraph (a)”, and

(c) by the deletion of Annexure A to the Scheme

**E. VAN DER M. LOUW,**  
Minister of Manpower

**No. R. 1796**

**2 August 1991**

**LABOUR RELATIONS ACT, 1956**

**CANVAS GOODS INDUSTRY, WITWATERSRAND  
AND PRETORIA. AMENDMENT OF AGREEMENT**

I, Eli van der Merwe Louw, 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 second Monday after the date of publication of this notice and for the period ending 31 October 1991, upon the employers' organisation and the trade union which entered into the Amending Agreement and upon the employers and employees who are members of the said organisation or union, 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 clause 1 (1) (a), shall be binding, with effect from the second Monday after the date of publication of this notice and for the

(4) die omskrywing van “werkgewer” en “werknemer” respektiewelik deur die volgende omskrywings te vervang

“ ‘werkgewer’ ’n Plaaslike Owerheid of ’n Streeksdiensteraad soos hierin omskryf;

‘werknemer’ enige persoon wat in diens is by of werk vir ’n werkgewer en wat van sodanige werkgewer besoldiging ontvang of geregtig is om besoldiging te ontvang,” en

(b) deur subklousule (1) van klousule 7 van die Skema deur die volgende subklousule te vervang:

“(1) Elke werkgewer in die Plaaslike Owerheids-onderneming moet, gedurende Julie maar nie later nie as 31 Julie van elke jaar aan die Fonds by die Skema se hoofkantoor, Posbus 10638, Johannesburg, 2000, of sodanige ander adres as wat die Raad skriftelik aan die werkgewer mag verwittig—

(a) ’n opgawe verstrek in die vorm wat die Raad van tyd tot tyd bepaal en aan die werkgewer voorsien, en

(b) ’n jaarlikse heffing betaal—

(i) in die geval van ’n Plaaslike Owerheid, soos hierin omskryf, van 0,04% (nul komma nul vier persent) van die totale salarisbegroting vir die voorafgaande finansiële jaar,

(ii) in die geval van ’n Streeksdiensteraad, soos hierin omskryf, van 0,18% (nul komma een agt persent) van die streeksdiensteheffing waarvoor begroot is vir die finansiële jaar waarin hierdie heffing betaal moet word, welke betaling die opgawe bedoel in paragraaf (a) moet vergesel”, en

(c) deur Aanhangel A tot die Skema te skrap

**E. VAN DER M. LOUW,**  
Minister van Mannekrag

**No. R. 1796**

**2 Augustus 1991**

**WET OP ARBEIDSVERHOUDINGE, 1956**

**SEILWARENYWERHEID, WITWATERSRAND EN  
PRETORIA WYSIGING VAN OOREENKOMS**

Ek, Eli van der Merwe Louw, 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 tweede Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 31 Oktober 1991 eindig, bindend is vir die werkgewersorganisasie en die vakvereniging wat die Wysigingsooreenkoms aangegaan het en vir die werkgewer en werknemer wat lede van genoemde organisasie of vereniging is; en

(b) kragtens artikel 48 (1) (b) van genoemde Wet, dat die bepalings van die Wysigingsooreenkoms, uitgesonderd die vervat in klousule 1 (1) (a), met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing en vir die tydperk wat op 31

# Skills programme offered to black brokers

A GROUP of businessmen has joined forces with insurer Charter Life to launch a skills development programme for black brokerage companies and their staff.

The programme focuses on developing new brokerage talent and empowering existing black brokers by training their staff to a high level of competence, says Charter Life senior GM Martin Sweet

The idea resulted from a seminar

3 (paw) 7/8/91  
THEO RAWANA

held in Johannesburg last February where business personalities such as Phil Khumalo of Business Challenge, Nthato Motlana of the Get-Ahead Foundation, Mofasi Lekota of Nafcoc, Gaby Magomola of Fabcos, Khehla Mthembu of Afsure and Moses Leoka of Corporate Image stressed the need for black advance-

ment in insurance.

Sweet said Charter Life, in its search to develop the right kind of programmes, investigated various training institutions before taking on management training consultants Percon Limited

Courses started last month and there had been a good response from brokerages and individuals, he said

The programmes were provided free of charge, he added

(179)

~~(179)~~ (179)  
**Dealing with  
crises 'vital'**

COMPANIES are not adequately prepared to communicate with the media in a crisis situation, public relations director Sue Creighton says

*8/1 pay 13/8/91*

In the event of a "corporate nightmare", such as the recent strikes in the motor industry, the sinking of the Oceanos and mine accidents, the company's ability to handle the situation could make or break its image

With increasing sophistication and growth of the electronic media, news is often communicated at the instant that it happens, and coverage can be extensive "A response is demanded almost as fast", she says

Creighton says handling the crisis well also means that the company does not give its opposition the opportunity to capitalise on its misfortune

Creighton and partner Anne Jamotte are consult senior executives on how to handle communications in a crisis.

156 (179) 53  
Star 14/8/91

## Boost for SA accountants

Education Reporter

Prospective accountants will benefit from a R1 million-a-year sponsorship announced by the Chartered Institute of Management Accountants (Cima) in Johannesburg yesterday

The sponsorship will pay for academic support programmes for ac-

countancy students, bursaries and the subsidisation of accounting teachers' salaries

The financial pledge was made at the launch of the Denise Jenkin Education Trust, named after a late president of Cima

The bursary scheme will be administered by Cima

# Civics start learning to govern

South  
By Rehana  
Rossouw

15/8 - 21/8/91.

THE future mayors, town clerks and local government leaders of the future greater Cape Town are being groomed for their positions at a unique training course which began last week.

Every Saturday afternoon for the rest of the year, 47 participants from civic associations and the South African Municipal Workers' Union (Samwu) will learn about the present structure and functioning of local government.

"Civic associations have done away with 80 per cent of all puppet structures in the country. Now we have to fill the vacuum we created," said course participant Mr Tony Gocini of the Western Cape Civic Association.

"We have to learn the skills we need to replace the councillors after all of them are ousted. We must have progressive people in our areas who are available to stand for positions in local government in democratic elections."

The course is being organised by the Foundation for Contemporary Research (FCR) in associa-

tion with the Centre for Continuing Education at the Peninsula Technikon.

It is divided into several blocks including constitutional issues, structure and function of local government, personnel, planning, elections, finance and administration.

"The aim of each block will be to equip the participants with an understanding of the issues as they relate to the present system and the civics themselves," said FCR training coordinator Mr Cameron Dugmore.

"What is unique about the course is the process of consultation which has occurred in setting it up."

At their first meeting last week, the participants drew up the ground rules for the course, laying down strict attendance rules, report-back procedures and disciplinary action for those who do not attend the course regularly or complete the work due.

They also agreed to name it the Michael Mapongwana Local Government Training Course, in honour of the slain chairperson of the Western Cape Civic Association.

"This course was long overdue. We have really neglected our training in

local government," said course participant Mr Andy Trout, Samwu's housing branch shop-steward committee coordinator.

Trout said that after completing the course, participants might be in a position to serve on local government structures.

The training could also be passed on to civic members and workers employed by local government structures.

"This kind of training has never been available at the city council. All we are taught is its structure, hierarchy and conditions of service," Trout said.

Trout said the certificates which would be issued after the course might assist Samwu members in earning the promotions they believed they deserved.

"But we have to learn more about local government first. We want the toilets to flush in the new South Africa," he said jokingly.

"This course gives me direction and status and I look forward to displaying my certificate in my office at work," Samwu member Mr G Titus said, summing up the views of participants in his first assignment — a report on their first session.

SOUTHERN African industry is having to radically review its operations and management philosophy to bring it into line with post-colonial and post-apartheid demands

The scale of the problem faced by industry in terms of the racial imbalance within senior management was discussed by representatives of industrial aid agencies at a recent Industrial Society conference in London on development management skills in southern Africa

Zimbabwe's mining sector provides nearly 45% of export earnings and about 40% of the raw materials used by the manufacturing sector

But as permanent secretary of Zimbabwe's ministry of mines, David Murangari, told the conference, at the time of independence in 1980 "there were 3% blacks in the engineering category, 20% in the artisans and skilled workers category and none in the middle to higher management category in the whole mining industry"

The training programmes set up by the mining industry in response to the demands of the new government were slow to redress the balance

# Tackling racial imbalances

By Paul Jackson

By 1984, there were only three black Zimbabweans in higher management in the mining industry compared with 106 whites. As Murangari stressed "There was still a lack of any concrete attempt by the industry to formulate schemes to train potential managers". Murangari gave his support, however, to a scheme which has proved an exception to the rule

An elite group of blacks has been appointed to management positions in the mining sector after taking part in a programme organised by the Zimbabwe Technical Management Training Trust. The trust, created in 1982, is funded by the international mining group, RTZ Corporation. Of the 54 trainees over the past nine years, 25 are now in senior positions

The trainees have come from the leading mining companies in southern Africa including, most recently, SA. All have been technical graduates, usually with about four years of experience in the industry. They spend 20 months in Europe

## WILLIAM KEELING in London

on three work attachments. When not working, they attend London's City University on a dedicated MSC course involving elements from the university's business school

But experience has shown that training in general may have to confront different challenges in future. The scheme has highlighted the deficiencies of in-house training programmes, and the approach to management selection by companies within and outside the mining sector may need to be reviewed

Comments by two members of the conference panel reflect what is arguably a flawed premise for the creation of training schemes

□ Murangari "Soon after independence (in Zimbabwe), the country experienced an exodus of skilled white people. It therefore became imperative that the new government

had to embark on a massive educational programme not only to redress the imbalances of the past but also to fill the gaps being created by those who were leaving the country"

□ RTZ chairman Sir Derek Birkin "In the southern African context, it has been clear for many years now that the shortage of local black technical management in industry would inevitably cause future problems as expatriate sources diminished"

Both statements, in varying degrees, take as a starting point the need to train blacks only as a result of a shortfall in white or expatriate managers. This raises the question of whether blacks are given the opportunity to compete equally for management positions where potential white managers still exist, despite the progress being made by those on the training programmes. According to a black delegate they are not

While the training schemes qualify blacks for management, their white colleagues in many companies are

still given preference

The problem of racism within management was aired. Trust director Jonathan Lawley told delegates "Residual attitudes towards the role of racial groups in society go very deep in the regional psyche. Black leadership, particularly leadership in the technical sphere, was until recently unthinkable to many"

But delegates were hardly convinced of the need for programmes to enable some white employees to confront their "superiority complex". One delegate believed entrenched racism would crumble of its own accord as black employees climbed the managerial ladder. Others considered it unlikely, however, that racist values would self-destruct in this manner. The need to educate from the top-down, as well as from the bottom-up, was stressed

Privately, one conference speaker told the story of the appointment of a black branch manager in an SA bank which was staffed primarily by whites. Not only did the new branch manager receive extensive training for his position, but the white staff also had to undertake a programme to prepare them for having a black as boss — Financial Times

## LETTERS

# Create more bosses, urges SBDC's Vosloo

Sowetan 21/8/91

149

SOUTH Africa can blame many of its chronic unemployment problems on its dismal failure to keep pace with world trends in the launch of budding entrepreneurs, according to the Small Business Development Corporation.

Studies show that in the United States no fewer than 100 000 young Americans start businesses of their own every year - 10 000 of them straight from school.

A recent count found that a stunning one-third of all new businesses launched in the US were under the command of fledgling bosses under the age of 30.

The world average of entrepreneurs in total labour forces came out at between 10 and 12 percent. The South African average trailed behind at 5 percent.

SBDC managing director Dr Ben Vosloo argues that the generation of more entrepreneurs must be regarded as a top priority in the formulation of new economic policies.

The urgency of new thinking, he says, is underlined by the growing size of unemployment queues in South Africa, now standing at between four and five million.

Job opportunities offered by the formal business sector are able to cope with only 125 of every 1 000 school-leavers pouring into the labour market.

New studies estimate current unemployment at between four and five million. The Small Business Development Corporation believes the problem will not be cracked until South Africa learns how to produce more entrepreneurs. And that means radical new thinking about the shape of the education system. MICHAEL CHESTER, Sowetan special writer, reports.

That leaves 875 in every 1 000 of them with no option but self-employment or the informal sector.

What worries Vosloo is whether the majority of them have been prepared to cope with the blunt realities.

He is convinced that only radical changes in the entire education system can provide solutions.

## Tragic

"It would be tragic if we had to admit that billions of rands of taxpayer money is spent on educational products which cannot be used by society," he says.

"It would be equally tragic if the education system were not capable of delivering the sort of school-leavers that society needs."

South Africa, he is convinced, will only start to put more muscle into economic growth when the classrooms begin to equip pupils with the knowledge and skills that provide the foundation of such careers as artisans, production managers, data processors, book keepers, nurses, scientists, engineers and technicians.

"Our education system will have to pay far more attention to the development of entrepreneurship

at school level," he maintains.

Vosloo's own programme at the SBDC has already ploughed more than R1 billion into loans to encourage new small businesses that have created a staggering 280 000 new job opportunities since it was started 10 years ago.

He proposes a 10-point plan to tackle the dilemma.

- More effective and continuous communication between educationists and the business world to spell out in unambiguous language what society outside schools and academia really expects from the education system.

- Moves to make classroom curricula more relevant and pertinent to the actual needs of society.

- Insistence by taxpayers on more value for the money spent on education - on guard against wastage of funds on a bloated education bureaucracy.

- Preference to technical training.

- Closer aim on the transfer of practical numerical and writing skills - with recognition of the valuable role of business simulation games;

- Gearing the education curricula and didactic methodology towards the



BEN VOSLOO

stimulation of attitudes such as individualism, a sense of independence, achievement, optimism and competitiveness - aimed at conscientiousness, responsibility, adaptability, staying power and creativity.

- Focus on career information programmes tailored to alert young people to the opportunities of self-employment and business entrepreneurship as career choices;

- Encouraging schools and universities to take part in practical field studies and business plan competitions.

- Better evaluation of the role of part-time study, work programmes and post-experience training programmes, and

- Priority status for informal and non-formal skills training for adults in condensed courses worked out on a modular basis.

"It is clear that education is the key to a better future," says Vosloo.

"But then it must be relevant education that conveys the knowledge and skills needed by our society.

"A society which cultivates a strong entrepreneurial culture is bound to set off on a road to progress and economic growth."

scheme

Under the programme the trust will effectively give private firms up to

ownership of the site, whereas many people would still prefer to rent a site, she said

## Imbeleko train women in men's skills

<sup>South 22/8 - 28/2/91</sup>  
FREE pap-smear tests, a centre for homeless children and courses for township women in carpentry, welding and bricklaying are among the projects run nationally by the Azapo Women's League (Imbeleko)

This little-known organisation, which currently claims 20 000 members, was established in 1987.

Imbeleko's national president, Mrs Rose Ngwenya, says women should "break the shackles of domestic serv-ice", which result from their being

~~socialised~~ socialised into a domestic role from childhood

The term Imbeleko refers to the skin of a goat which, according to custom, is slaughtered to welcome a newborn baby. The dried and tenderised skin is later used to tie the baby to its mother's back.

Ngwenya says that since 1988 Imbeleko has operated mobile pap-smear clinics in seven Transvaal townships with the help of a group of Azapo-aligned doctors



2. In clause 3, substitute the following for subclause (1) (c)

"(c) *Casual employees*. Subject to the proviso to paragraph (a), an employer shall pay a casual employee in respect of each hour or part of an hour (excluding overtime) worked by him on any day other than a paid holiday or a Sunday not less than the hourly wage prescribed in paragraph (b), read with clause 2 (18), for an ordinary employee who in the same area performs the same class of work as the casual employee is required to do, plus 15 per cent, or not less than the hourly wage or hourly equivalent of the wage actually being paid to the ordinary employee, whichever is the greater amount. Provided that

(i) for the purposes of this paragraph the expression 'the ordinary employee' means the employee who performs the particular class of work in the employer's full-time employ and who is being paid the lowest wage for that class of work,

(ii) where the employer requires the casual employee—

(aa) to perform the work of a class of employee for whom wages on a rising scale are prescribed, the expression 'hourly wage' shall mean the hourly wage prescribed for a qualified employee of that class,

(ab) to work for a period of less than four hours on any day, he shall be deemed to have worked for four hours "

3. In clause 5, substitute the following for subclause (6) (c)

"(c) This clause shall not apply to an assistant manager or any other class of employee who is in receipt of a regular annual wage of not less than the remuneration stipulated for the area in which he is employed in a current exemption published in terms of section 34 (1) of the Basic Conditions of Employment Act, 1983 (Act No. 3 of 1983) "

No. R. 1746

26 July 1991

MANPOWER TRAINING ACT, 1981

METAL AND ENGINEERING INDUSTRIES ARTISAN TRAINING BOARD. DESIGNATION OF TRADES AND PRESCRIPTION OF CONDITIONS OF APPRENTICESHIP

178

I, Eli van der Merwe Louw, Minister of Manpower, acting in terms of section 13 of the Manpower Training Act, 1981 hereby—

(a) withdraw with effect from the second Monday after the date of publication of this notice Government Notices Nos. R. 1043 of 25 May 1984 and R. 895 of 16 May 1986: Provided that—

(i) clauses 2, 4 and 6 of Government Notices No. R. 1043 of 25 May 1984 remain applicable in respect of an apprentice whose contract of apprenticeship was entered into prior to the date of the coming into operation of this notice; and

(ii) the practical training courses in respect of the trades of Architectural Metalworker, Boatbuilder, Bricklayer (Refractory) Carpenter, Coppersmith, Die Sinker and Engraver, Electrician (Construction), Electrician (Engineering), Electroplater, Inboard/Outboard Engine Mechanic, Millwright, Plumber, Roll Tool and Template Maker, Telecommunication Electrician, Vehicle Body Builder (Composite) and Vehicle Body Builder (Metal) set out in Government Notices Nos. R. 1043 of 25 May 1984 and R. 895 of 16 May 1986, shall remain applicable in respect of apprentices in the said trades whose contracts of apprenticeship were entered into prior to the date of the coming into operation of this notice,

2. In klousule 3, vervang subklousule (1) (c) deur die volgende.

"(c) *Los werknemers*. Behoudens die voorbehoudsbepaling van paragraaf (a), moet 'n werkgewer 'n los werknemer ten opsigte van elke uur of gedeelte van 'n uur (uitgesonderd oortyd) wat hy op enige dag behalwe 'n betaalde vakansiedag of 'n Sondag werk, minstens die uurloon betaal wat by paragraaf (b), gelees met klousule 2 (33), voorgeskryf word vir 'n gewone werknemer wat in dieselfde gebied dieselfde klas werk verrig as dié wat van die los werknemer vereis word, plus 15 persent, of minstens die uurloon of die uurlikse ekwivalent van die loon betaal wat werklik aan die gewone werknemer betaal word, watter bedrag ook al die grootste is. Met dien verstande dat

(i) by die toepassing van hierdie paragraaf die uitdrukking 'die gewone werknemer' die werknemer beteken wat die oetrokke klas werk in die werkgewer se voltydse diens verrig en aan wie die laagste loon vir daardie klas werk betaal word,

(ii) waar die werkgewer van die los werknemer vereis—

(aa) om die werk te verrig van 'n klas werknemer vir wie 'n loon teen 'n stygende skaal voorgeskryf word, die uitdrukking 'uurloon' die uurloon beteken wat vir 'n gekwalifiseerde werknemer van daardie klas voorgeskryf word,

(ab) om vir 'n tydperk van minder as vier uur op enige dag te werk, hy geag word vir 'n lank te gewerk het "

3. In klousule 5, vervang subklousule (6) (c) deur die volgende.

"(c) Hierdie klousule is nie van toepassing nie op 'n assistentbestuurder of enige ander klas werknemer wat 'n gereelde jaarlikse loon ontvang van minstens die beloning wat vir die gebied waarn hy werksaam is, bepaal is in 'n bestaande vrystelling gepubliseer kragtens artikel 34 (1) van die Wet op Basiese Diensvoorwaardes, 1983 (Wet No. 3 van 1983) "

No. R. 1746

26 Julie 1991

WET OP MANNEKRAGOPLEIDING, 1981

OPLEIDINGSRAAD VIR AMBAGSLUI IN DIE METAAL- EN INGENIEURSNYWERHEDE: AANWYSING VAN AMBAGTE EN VOORSKRYWING VAN LEERVOORWAARDES

Ek, Eli van der Merwe Louw, Minister van Mannekrag, handelende kragtens artikel 13 van die Wet op Mannekragopleiding, 1981—

(a) trek hierby Goewermentskennisgewings Nos. R. 1043 van 25 Mei 1984 en R. 895 van 16 Mei 1986 terug met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing. Met dien verstande dat—

(i) klousules 2, 4 en 6 van Goewermentskennisgewing No. R. 1043 van 25 Mei 1984 van toepassing bly op 'n vakleerling wat sy kontrak van vakleerlingskap aangegaan het voor die datum van inwerkingtreding van hierdie kennisgewing; en

(ii) die praktiese opleidingskursusse ten opsigte van die ambagte Argitektoniese Metaalwerker, Binneboord-/Buiteboordenjnwerktuigkundige, Bootbouer, Elektrisien (Ingenieurswerk), Elektrisien (Konstruksie), Elektroplateerder, Kopersmid, Loodgieter, Meulmaker, Messelaar (Vuurvaste stene), Stempelsnyer en Gra-veerder, Timmerman, Telekommunikasie-elektrisien, Voertuigbakbouer (Metaal), Voertuigbakbouer (Saamgesteld) en Walsgereedskap- en Patroonmaker, soos uiteengesit in Goewermentskennisgewings Nos. R. 1043 van 25 Mei 1984 en R. 895 van 16 Mei 1986, van toepassing bly op vakleerlinge in die genoemde ambagte wat hul opleidingskontrakte aangegaan het voor die datum van inwerkingtreding van hierdie kennisgewing;

(b) designate in the Metal Industry in the Republic of South Africa the undermentioned trades as trades in respect of which the provisions of the Act shall apply with effect from the second Monday after the date of publication of this notice:

**TRADES**

1. Armature Winder; (1)
2. Automotice Machinist and Fitter; (17)
3. Blacksmith, (8)
4. Boilermaker; (15)
5. Diesel Fitter, (2)
6. Domestic Appliance Mechanician; (12)
7. Domestic Radio Mechanician; (10)
8. Domestic Radio and Television Mechanician; (11)
9. Earth Moving Equipment Mechanician; (9)
10. Electrician; (4)
11. Electronics Equipment Mechanician; (6)
12. Fitter; (19)
13. Fitter and Turner; (20)
14. Instrument Mechanician (Industrial Instrumentation and Process Control); (14)
15. Lift Mechanician; (13)
16. Millwright (Electromechanician); (5)
17. Motor Mechanician; (18)
18. Moulder, (30)
19. Patternmaker; (16)
20. Radio Communications Mechanician; (22)
21. Refractory Mason; (31)
22. Refrigeration Mechanician (Industrial); (29)
23. Rigger; (26)
24. Roll Turner; (32)
25. Scale Fitter; (23)
26. Sheet Metal Worker; (21)
27. Structural Plater; (24)
28. Telecommunications Mechanician; (27)
29. Tool, Jig and Die maker; (7)
30. Tractor Mechanician; (28)
31. Turner; (3)
32. Welder; (25);

(c) prescribe hereby, with effect from the second Monday after the date of publication of this notice the conditions set out hereunder as conditions of apprenticeship in respect of the trades designated in paragraph (b) in the Industry and the area mentioned therein.

For the purposes of the notice "Metal Industry", "Metal and Engineering Industries" or "Industry" shall mean the Iron, Steel, Engineering and Metallurgical Industries as defined from time to time in the certificate of registration of the National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry.

**E. VAN DER M. LOUW,**  
Minister of Manpower.

(b) wys die ondergemelde ambagte in die Metaalnywerheid in die Republiek van Suid-Afrika aan as ambagte waarop die bepalings van die Wet met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing van toepassing is.

**AMBAGTE**

1. Ankerwikkelaar; (1)
2. Dieselpasser; (5)
3. Draaier; (31)
4. Elektriesiën; (10)
5. Elektromeganikus (Meulmaker); (16)
6. Elektronieseuitrustingsmeganikus; (11)
7. Gereedskap-, Setmaat- en Stempelmaker; (29)
8. Grofsmid; (3)
9. Grondverskuiwingsmasjinenewerktuigkundige; (9)
10. Huisradiomeganikus; (7)
11. Huisradio- en televisiemeganikus; (8)
12. Huistoestelmeganikus; (6)
13. Hyswerktuigkundige; (15)
14. Instrumentmeganikus (Industriële Instrumentasie en Prosesbeheer), (14)
15. Ketelmaker; (4)
16. Modelmaker; (19)
17. Motorvoertuigmasjineerder- en Passer; (2)
18. Motorwerktuigkundige; (17)
19. Passer; (12)
20. Passer en Draaier; (13)
21. Plaatmetaalwerker; (26)
22. Radiokommunikasimeganikus; (20)
23. Skaalpasser; (25)
24. Struktuurplaatwerker; (27)
25. Sweiser; (32)
26. Takelaar; (23)
27. Telekommunikasimeganikus; (28)
28. Trekkerwerktuigkundige; (30)
29. Verkoelingswerktuigkundige (Industrieel), (22)
30. Vormgieter, (18)
31. Vuurvaste Messelaar; (21)
32. Walsdraaier; (24)

(c) skryf hierby, met ingang van die tweede Maandag na die datum van publikasie van hierdie kennisgewing die voorwaardes hieronder uiteengesit voor as Leer-voorwaardes vir Vakleerlingskap ten opsigte van die ambagte aangewys in paragraaf (b) in die Nywerheid en gebied daarn gemeld.

Vir die doeleindes van hierdie kennisgewing beteken "Metaalnywerheid", "Metaal- en Ingenieursnywerhede" of "Nywerheid" die Yster-, Staal, Ingenieurs- en Metallurgiese Nywerhede soos van tyd tot tyd bepaal in die registrasiesertifikaat van die Nasionale Nywerheidsraad vir die Yster-, Staal-, Ingenieurs- en Metallurgiese Nywerheid

**E. VAN DER M. LOUW,**  
Minister van Mannekrag.

**CONDITIONS OF APPRENTICESHIP**

**1. Qualifications for commencing apprenticeship**

The minimum age and educational qualifications for commencing apprenticeship shall be—

- (1) 16 years in all trades, 178
- (2) for all designated trades, Standard VII or a statement of attainment issued by or on behalf of the school attended by the prospective apprentice reflecting a pass at Standard VII level in the subjects Afrikaans or English, Mathematics or Science and at least two other subjects or a four-subject National Technical Certificate, Part 1 (N1).

**2. Period of training**

(1) The minimum and maximum periods of apprenticeship for all designated trades shall be two years and four years respectively. Provided that the Metal and Engineering Industries Artisan Training Board may reduce the said periods commensurate with credits granted by the said Board for training or experience attained prior to indenturing.

(2) With respect to the minimum and maximum periods mentioned in (1) above—

(a) the minimum period of two years shall exclude time spent at a technical college, extended sick leave (every day more than 30 days in any year of apprenticeship), periods of absence outside the control of the apprentice and other absenteeism;

(b) the maximum period of four years shall include time spent at a technical college and, if necessary, the time taken for tests as provided for in clause 6 (3) and a minimum of 100 weeks of practical training;

(c) both the minimum and maximum time periods shall exclude periods of absence outside the control of the apprentice and other absenteeism other than the 30 days sick leave per year.

(3) The employer of an apprentice shall, within seven days of the apprentice being absent notify the secretary of the regional apprenticeship committee in question of such absenteeism and shall do likewise within seven days after the apprentice returns to work

**3. Wages**

(1) An employer shall remunerate an apprentice at not less than the rates specified hereunder

| Year of apprenticeship | Weekly rate |
|------------------------|-------------|
| First year . . . . .   | R193        |
| Second year . . . . .  | R214        |
| Third year . . . . .   | R257        |
| Fourth year . . . . .  | R385        |

(2) The wages specified in this clause shall apply to all apprentices in employment on the date of the coming into operation of this notice and those subsequently employed. Provided that an apprentice employed prior to the date of the coming into operation of this notice, shall at no stage during his apprenticeship be remunerated at a lower rate than he would have been entitled to in terms of clause 3 of the Conditions of Apprenticeship prescribed in Government Notice No. R 1043 of 25 May 1984

**LEERVOORWAARDES**

**1. Kwalifikasies om met vakleerlingskap te begin**

Die minimum ouderdom en opvoedkundige kwalifikasies om met vakleerlingskap te begin is—

- (1) 16 jaar vir alle ambagte;
- (2) vir alle aangewese ambagte, Standard VII of 'n verklaring van prestasie uitgereik deur of namens die skool wat deur die voornemende vakleerling bygewoon is, en waarin gemeld word dat hy op Standaard VII-vlak geslaag het in die vakke Afrikaans of Engels, Wiskunde of Wetenskap en minstens twee ander vakke, of 'n Nasionale Tegniese Sertifikaat, Deel I (N1) met vier vakke

**2. Duur van opleidingstydperk**

(1) Die minimum en die maksimum opleidingstydperk is twee jaar en vier jaar onderskeidelik in alle aangewese ambagte. Met dien verstande dat die Opleidingsraad vir Ambagslui in die Metaal- en Ingenieursnywerhede die gemelde tydperk mag verminder in ooreenstemming met krediet wat die gemelde Raad mag toestaan vir opleiding of ondervinding wat die vakleerling ondergaan of opgedoen het voor sy inboeking.

(2) Ten opsigte van die minimum en maksimum tydperk in (1) hierbo genoem—

(a) sluit die minimum tydperk van twee jaar, tyd uit wat aan 'n tegniese kollege deurgebring is, verlengde siekteverlof (elke dag bo 30 dae in enige jaar van vakleerlingskap), tydperk van afwesigheid buite die beheer van die vakleerling en ander afwesighede;

(b) sluit die maksimum tydperk van vier jaar, tyd in wat aan 'n tegniese kollege deurgebring is en, indien nodig, die tyd in beslag geneem deur toetse soos bedoel in klousule 6 (3) en 'n minimum van 100 weke praktiese opleiding;

(c) sluit beide die minimum en maksimum tydperke, tydperk van afwesigheid buite die beheer van die vakleerling en ander afwesighede, anders as die 30 dae siekteverlof per jaar, uit.

(3) Die werkgewer van 'n vakleerling moet, binne sewe dae van die vakleerling se afwesigheid die sekretaris van die betrokke streeksvakleerlingskapkomitee van sodanige afwesigheid in kennis stel, en insgelyks handel binne sewe dae na die terugkeer van die vakleerling na sy werk

**3. Lone**

(1) 'n Werkgewer moet 'n vakleerling weekliks besoldig teen minstens die skale hieronder uiteengesit

| Jaar van vakleerlingskap | Weeklikse skaal |
|--------------------------|-----------------|
| Eerste jaar . . . . .    | R193            |
| Tweede jaar . . . . .    | R214            |
| Derde jaar . . . . .     | R257            |
| Vierde jaar . . . . .    | R385            |

(2) Die lone wat in hierdie klousule voorgeskryf is, is van toepassing op alle vakleerlinge wat in diens is op die datum van inwerkingtreding van hierdie kennisgewing en op dié wat daarna in diens geneem word. Met dien verstande dat 'n vakleerling wat in diens geneem is voor die datum van inwerkingtreding van hierdie kennisgewing, op geen stadium gedurende sy vakleerlingskap teen 'n laer koers besoldig mag word as waarop hy kragtens klousule 3 van die Leervooraardes soos voorgeskryf by Goewermentskennisgewing No. R 1043 van 25 Mei 1984 geregtig sou wees nie.

**4. Technical studies**

(1) An apprentice who is not already in possession of the certificate prescribed in subclause (2) in the subjects related to the trade in which the apprentice is indentured shall attend technical classes relevant to such trade and in accordance with the syllabuses prescribed for the relevant National Technical Certificate, which classes shall be attended at a technical college. Provided that where facilities for class attendance in any course or part thereof do not exist within 20km of the apprentice's place of work and class attendance is required during ordinary working hours, he may, in lieu of attendance, take a correspondence course for the said course or part thereof, or undertake such classes at a training centre, in the area concerned, which has facilities for such technical classes

If facilities are not available for a specific population group, alternative arrangements must be made

(2) An apprentice shall attend technical classes or take a correspondence course until the National Technical Certificate is obtained as specified in the relevant training schedule referred to in clause 7.

(3) (a) Where facilities for technical class attendance by continuous course of study exist, the apprentice shall attend such classes five days per week during ordinary hours of work for the duration of the course. Provided that an apprentice shall not be entitled to attend more than one continuous course of study in terms of this clause during ordinary hours of work in any one academic year

(b) Attendance of classes after an apprentice has complied with the requirements of subclause (2) shall be outside working hours. Provided that an apprentice who obtains the certificate mentioned in subclause (2) with an average of 60 per cent, shall be entitled to continue attending classes during ordinary working hours on the basis prescribed in subclause (3) (a)

(c) An apprentice who attends classes during ordinary hours of work in terms of paragraph (a) or (b) shall, for the duration of such course, not be required to report for work

(4) The provisions of subclause (3) shall, *mutatis mutandis* apply to an apprentice taking a correspondence course in terms of subclause (1) and (2) as if he attended technical classes.

(5) An apprentice who, because of absence is unable to attend technical classes for the duration of a continuous course of study or to attend technical classes or take a correspondence course for at least half an academic year, shall not be required to pursue his studies during such year

(6) The provisions of subclauses (3) and (4) shall, *mutatis mutandis*, apply to apprentices who have complied with the provisions of subclause (2) or who are already in possession of a higher technical qualification and voluntarily pursue studies relevant to the trade in which they are indentured.

**4. Tegniëse studies**

(1) 'n Vakleerling wat nog nie in besit is van die serti-fikaat voorgeskryf in subklousule (2) ten opsigte van die vakke wat betrekking het op die ambag waarvoor hy ingeboek is nie, moet tegniëse klasse bywoon wat in verband staan met sodanige ambag en ooreenkomstig die leerplanne voorgeskryf vir die tersaaklike Nasionale Tegniëse Sertifikaat, welke klasse aan 'n tegniëse kollege bygewoon moet word. Met dien verstande dat waar daar geen genewe vir die bywoning van klasse in 'n kursus of gedeelte daarvan binne 20 kilometer van die vakleerling se werkplek bestaan nie en klasbywo-ning tydens die gewone werkure vereis word, hy 'n korrespondensiekursus vir genoemde kursus of deel daarvan mag volg in plaas van klasse by te woon, of sodanige klasse mag bywoon by 'n opleidingsentrum in die betrokke gebied wat oor die genewe vir sodanige tegniëse klasse beskik.

Indien genewe vir 'n spesifieke bevolkingsgroepe nie beskikbaar is nie moet alternatiewe reëlings getref word

(2) 'n Vakleerling moet tegniëse klasse bywoon of 'n korrespondensiekursus volg totdat die Nasionale Teg-niëse Sertifikaat verwerf is soos voorgeskryf in die betrokke opleidingskedule waarna in klousule 7 verwys word

(3) (a) Waar genewe vir die bywoning van tegniëse klasse by wyse van 'n aaneenlopende studiekursus bestaan moet die vakleerling sodanige klasse vyf dae per week tydens gewone werkure bywoon vir die duur van die kursus: Met dien verstande dat 'n vakleerling nie daarop geregtig is om meer as een aaneenlopende studiekursus kragtens hierdie klousule tydens gewone werkure gedurende enige bepaalde akademiese jaar by te woon nie

(b) Klasbywoning nadat 'n vakleerling aan die vereistes van subklousule (2) voldoen het moet buite werkure geskied. Met dien verstande dat 'n vakleerling wat die serti-fikaat gemeld in subklousule (2) met 'n gemiddelde van 60 persent verwerf, daarop geregtig sal wees om voort te gaan om klasse tydens normale werkure by te woon op die grondslag voorgeskryf in subklousule (3) (a).

(c) Van 'n vakleerling wat ingevolge paragrawe (a) of (b) klasse tydens normale werkure bywoon mag nie vereis word dat hy hom vir die duur van sodanige kur-sus vir werk aanmeld nie.

(4) Subklousule (3) is *mutatis mutandis* van toepas-sing op 'n vakleerling wat 'n korrespondensiekurus volg ingevolge subklousules (1) en (2) asof hy tegniëse klasse bygewoon het.

(5) Van 'n vakleerling wat, as gevolg van afwesigheid nie in staat is om tegniëse klasse vir die duur van 'n aaneenlopende studiekursus by te woon of korrespon-densiekursusse vir minstens die helfte van 'n akade-miese jaar te volg nie, mag nie vereis word om sy stu-dies gedurende sodanige jaar voort te sit nie.

(6) Subklousules (3) en (4) is *mutatis mutandis* van toepassing op vakleerlinge wat voldoen het aan sub-klousule (2) of wat reeds in besit is van 'n hoër tegniëse kwalifikasie en wat studies in verband met die ambag waarvoor hulle ingeboek is, vrywillig voortsit.

### 5. Payment of class or course and examination fees

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An employer shall advance to the technical institution concerned the class or course fees and the examination fees payable by an apprentice who is required, or who in terms of clause 4 (6) elects to attend classes or take a correspondence course or to enter for any examination, and may deduct the amount so advanced from the wages of the apprentice in equal weekly (monthly) instalments during a period of 12 months from the date on which the results of the examination were published. Provided that—

(1) if, at an examination, the apprentice obtains the relevant certificate, the amount advanced to the technical institution in respect of class or course fees and examination fees for that examination shall not be deducted by the employer;

(2) if the apprentice fails to obtain the relevant certificate, the deduction of class or course fees and examination fees for the examination may be made only in respect of those subjects in which the apprentice failed at the examination concerned

### 6. Trade tests

(1) Every apprentice in each designated trade shall pass an approved trade test to qualify as an artisan

(2) To be accepted as a candidate for the trade test mentioned in subclause (1), an apprentice shall—

(a) have completed the modular off-the-job training programme (training schedule) as well as a modular on-the-job training programme approved by the Metal and Engineering Industries Artisan Training Board for the particular trade;

(b) have obtained the minimum theoretical qualification as prescribed in the relevant training schedule for the particular trade;

(c) have completed the minimum period of practical training of 100 weeks, as specified in clause 2 (1) 1 and 2 (2);

(d) have passed all the necessary criteria tests approved by the Metal and Engineering Industries Artisan Training Board for the relevant trade; and

(e) if required, supply documentary proof of having met the requirements of paragraphs (b), (c) and (d).

(3) An apprentice who fails a first attempt at the trade test shall be permitted additional attempts as approved by the Metal and Engineering Industries Artisan Training Board before the maximum period of apprenticeship expires, whereafter the contract shall be terminated.

(4) The cost of the first trade test undertaken at the Central Organisation for Trade Testing or at decentralised trade test centres accredited by the Metal and Engineering Industries Artisan Training Board shall be borne by the employer while the cost of subsequent attempts at the trade test shall be borne by the apprentice: Provided that if it is determined that the apprentice was not at fault, the employer shall pay for the subsequent test.

### 5. Betaling van klas- of kursus- en eksamengelde

'n Werkgewer moet aan die betrokke tegniese inrigting die klas- of kursus- en eksamengelde voorskiet wat betaalbaar is deur 'n vakleerling van wie daar vereis word, of wat ooreenkomstig klousule 4 (6) verkies, om klasse by te woon of 'n korrespondensiekursus te volg of vir enige eksamen in te skryf, en mag die bedrae aldus voorgeskiet van die vakleerling se loon aftrek in gelyke weeklikse (maandelikse) paaieimente oor 12 maande vanaf die datum waarop die eksamenuitslae gepubliseer word. Met dien verstande dat—

(1) indien die vakleerling in 'n eksamen die betrokke sertifikaat verwerf, die bedrag aan die tegniese inrigting voorgeskiet ten opsigte van klas- of kursus- en eksamengelde vir daardie eksamen nie deur die werkgewer afgetrek mag word nie, en

(2) indien die vakleerling nie daarin slaag om die betrokke sertifikaat te verwerf nie, die aftrekking van klas- of kursus- en eksamengelde vir die eksamen slegs gedoen mag word ten opsigte van daardie vakke waarin die vakleerling in die betrokke eksamen gedruip het

### 6. Ambagstoetse

(1) Elke vakleerling in elke aangewese ambag moet 'n goedgekeurde ambagstoets slaag om as ambagsman te kwalifiseer

(2) Ten einde as kandidaat vir die ambagstoets gemeld in subklousule (1) aanvaar te word moet 'n vakleerling—

(a) die modulêre weg-van-die-werkvloer-opleidingsprogram (opleidingskedule) asook 'n modulêre intaak-opleidingsprogram voltooi het wat deur die Opleidingsraad vir Ambagslui in die Metaal- en Ingenieursnywerhede vir die spesifieke ambag goedgekeur is;

(b) die minimum teoretiese kwalifikasie verwerf het wat voorgeskryf word in die tersaaklike opleidingskedule vir die besondere ambag;

(c) die minimum tydperk van 100 weke praktiese opleiding voltooi het soos voorgeskryf in klousules 2 (1) en 2 (2),

(d) al die nodige kriteriumtoetse geslaag het wat deur die Opleidingsraad vir Ambagslui in die Metaal- en Ingenieursnywerhede vir die besondere ambag goedgekeur is, en

(e) indien nodig, dokumentêre bewys voorlê dat hy aan die vereistes van paragrawe (b), (c) en (d) voldoen het.

(3) 'n Vakleerling wat die eerste keer in die ambagstoets druip, word toegelaat om verdere pogings aan te wend soos goedgekeur deur die Opleidingsraad vir Ambagslui in die Metaal- en Ingenieursnywerhede voordat die maksimum tydperk van vakleerlingskap verstryk, waarna die kontrak beëindig word

(4) Die koste van die eerste ambagstoets wat afgelê word by die Sentrale Organisasie vir Vakoetse of by gedesentraliseerde toetsentrums wat by die Opleidingsraad vir Ambagslui in die Metaal- en Ingenieursnywerhede geakkrediteer is, word deur die werkgewer gedra, terwyl die koste van daaropvolgende pogings om die ambagstoets te slaag deur die vakleerling gedra word. Met dien verstande dat indien daar bevind word dat die vakleerling nie deur sy eie toedoen gedruip het nie, die werkgewer vir die daaropvolgende toets moet betaal

**7. Courses of training** (178)

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 Metal and Engineering Industries Artisan Training Board and issued to the employer from time to time.

**DEPARTMENT OF NATIONAL  
HEALTH AND POPULATION  
DEVELOPMENT**

No. R. 1719

26 July 1991

**REGULATIONS IN TERMS OF THE MEDICAL  
SCHEMES ACT, 1967: AMENDMENT**

The Minister of National Health has, in terms of section 41 of the Medical Schemes Act, 1967 (Act No. 72 of 1967), on the recommendation of the Central Council for Medical Schemes, made the regulations contained in the Schedule

**SCHEDULE**

**Definition**

1. In this Schedule "the Regulations" means the regulations published by Government Notice No. R 2768 of 21 December 1984, as amended by Government Notices Nos. R 422 of 22 February 1985, R 429 of 14 March 1986 and R. 1969 of 15 September 1989.

**Substitution of regulation 9 of the Regulations**

2. The following regulation is hereby substituted for regulation 9 of the Regulations:

*"Contributions to the fund"*

9. Every registered medical scheme shall, not later than 31 August 1991, and thereafter not later than 31 March of each year, pay into the fund an amount of 10 cents in respect of each member of the scheme as at 31 December of the previous year."

**Commencement**

3 These regulations shall come into operation on the date of publication thereof.

No. R. 1735

26 July 1991

**REGULATIONS UNDER THE MEDICINES AND  
RELATED SUBSTANCES CONTROL ACT, 1965  
AMENDMENT**

The Minister of National Health intends, in terms of section 35 of the Medicines and Related Substances Control Act, 1965 (Act No. 101 of 1965), to make the regulations contained in the Schedule hereto

Interested persons are invited to submit any substantiated comments on or representations with regard to the proposed regulations to the Director-General of National Health and Population Development, Private Bag X828, Pretoria, 0001 (for the attention of the Director of Medicines Control and Registration), within three months of the date of publication of this notice

**7. Opleidingskursusse**

'n Werkgewer moet 'n vakleerling praktiese opleiding gee in die ambag waarvoor hy ingeboek is ooreenkomstig die opleidingskedule wat goedgekeur en gepubliseer is deur die Opleidingsraad vir Ambagslui in die Metaal- en Ingenieursnywerhede en van tyd tot tyd aan die werkgewer uitgereik word.

**DEPARTEMENT VAN NASIONALE  
GESONDHEID EN BEVOLKINGS-  
ONTWIKKELING**

No. R. 1719

26 Julie 1991

**REGULASIES KRAGTENS DIE WET OP MEDIESE  
SKEMAS, 1967: WYSIGING**

Die Minister van Nasionale Gesondheid het kragtens artikel 41 van die Wet op Mediese Skemas, 1967 (Wet No. 72 van 1967), op aanbeveling van die Sentrale Raad vir Mediese Skemas, die regulasies vervat in die Bylae uitgevaardig.

**BYLAE****Woordomskrywing**

1. In hierdie Bylae beteken "die Regulasies" die regulasies afgekondig by Goewermentskennisgewing No. R 2768 van 21 Desember 1984, soos gewysig by Goewermentskennisgewings No. R. 422 van 22 Februarie 1985, R. 429 van 14 Maart 1986 en R. 1969 van 15 September 1989.

**Vervanging van regulasie 9 van die Regulasies**

2. Regulasie 9 van die Regulasies word hierby deur die volgende regulasie vervang:

*"Bydraes tot die fonds"*

9 Elke geregistreerde mediese skema stort nie later nie as 31 Augustus 1991 en daarna nie later nie as 31 Maart van elke jaar 10 sent ten opsigte van elke lid van die skema soos op 31 Desember van die vorige jaar, in die fonds."

**Inwerkingtreding**

3. Hierdie regulasie tree in werking op die datum van publikasie daarvan.

No. R. 1735

26 Julie 1991

**REGULASIES KRAGTENS DIE WET OP DIE BE-  
HEER VAN MEDISYNE EN VERWANTE STOWWE,  
1965**

**WYSIGING**

Die Minister van Nasionale Gesondheid is voornemens om kragtens artikel 35 van die Wet op die Beheer van Medisyne en Verwante Stowwe, 1965 (Wet No 101 van 1965), die regulasies in die Bylae vervat, uit te vaardig.

Belanghebbende persone word versoek om binne drie maande na die datum van publikasie van hierdie kennisgewing enige gemotiveerde kommentaar oor of vertoe in verband met die voorgestelde regulasies in te dien by die Direkteur-generaal Nasionale Gesondheid en Bevolkingsontwikkeling, Privaatsak X828, Pretoria, 0001 (vir die aandag van die Direkteur. Medisyne-beheer en -registrasie).

# TRENDS

Helping you keep up with the future

The year's most embarrassed wedding guest must be the one who travelled all the way from Germany to Brighton, Sussex, only to find the wedding was taking place in Brighton, South Australia. — Daily Mail.



The queen may adore them, but corgis are still not "acceptable companions for an English gentleman", says Harpers and Queen. Mongrels, however, are judged acceptable. — The Economist.

Barclays Bank has complained to the British government about theft of credit cards by Post Office workers. More than two employees are arrested weekly on suspicion of stealing cards. — The Independent.

## Graduates need 'life skills kit'

Apr 23/8/91

(179)

### EDUCATION

**Graduates often find they are required to perform duties far beyond the scope of their training. They need a "lifeskills kit" to manage people and develop their careers successfully, says a corporate training manager.**

**Y**EAR'S at school, and then a university or technician qualification may give students a lot of specialised knowledge but, it seems, nobody is teaching graduates how to get along in life.

What they really need to know, says Anglo American central training unit (CTU) manager Don Wiggill, is how to run successful meetings, how to pick winning teams, evaluate decisions, manage conflict and write reports.

They need to be able to manage their time, cope with jealousy and deal with stress.

He says "Graduates enter the business world and find it's a big jump from education to corporation, and that they are required to perform duties far beyond the scope of their training."

"They need a 'life skills kit' to be able to manage people and their job, and develop their career successfully."

The CTU business preparedness programme, pitched at entry-level corpo-

rate and mining staff, was originally formed to train academically successful De Beers bursars whose lack of inter-personal skills and corporate knowledge was preventing them being effective.

"Graduates need to know fundamental things about corporate culture and to be able to read the style of the company they work for," says Mr Wiggill.

"No one says 'This is how a company works. This is how to build a career'."

"When people understand the corporate value system they know how to fit in and get ahead — or whether in fact that kind of environment is not for them."

The CTU bridging programme is run as an intensive 12-day course and all the participants are required to live together at a central training venue.

The organisers are at pains to mix degree and diploma holders of different races in different career disciplines, from over the country, and to let them

struggle with the interpersonal difficulties that emerge.

The object is to develop "hands on" people skills and to promote team awareness and co-operation.

"What is clear is that whites are as unprepared for life after school as blacks," Mr Wiggill says.

"That might sound crazy because white graduates have obviously had certain relative advantages — but there is often so much they don't know about people, particularly themselves."

"It doesn't matter how much training a person has had. If aspirant managers have little self-understanding and are emotionally illiterate — unable to articulate their emotions or deal with other peoples' feelings — they have a severe handicap."

Mr Wiggill, an ex-high school teacher, uses a number of creative teaching techniques to promote self inquiry and team-building.

One is reading and interpreting fables which, he says, is an ideal way to foster critical insight and promote inquiry into deeper values.

Another favourite is "recreational mathematics." The point of doing algebra problems is not to learn to do algebra problems, but to take from them some fundamental lessons about problem solving.

"I believe more education should be like that," Mr Wiggill says.

"The content of the knowledge, particularly at school level, is often incidental. What is crucial is the processes the student goes through. Those become their life skills."

"All school subjects — history, mathematics, biology — can be taught with reference to the lasting knowledge and skills they offer. That makes it education rather than mere schooling," Mr Wiggill says.

ADAM GORDON

# Career centres and their functions

New Nation (Learning) 23/8-29/8/71

"Development and education are about liberating people from all that holds them back and from a full human life. In the end development and education are about transforming society."

Adapted from Training for Transformation book 1

## Background to the development of Career Centres

There are two major problems facing school leavers in South Africa. The first is that the education system does not equip the school leavers with the skills and resources for the kind of work available. The second is the shortage of employment opportunities available to the school leaver.

The education system in South Africa has been shaped by the needs of capitalism. The policies of the Apartheid government created a huge disparity between black and white education. The introduction of bantu education under the 1954 Education Act attempted to provide mass schooling for blacks but of the kind which ensured that the requirements of industry for a docile workforce were catered for. Hendrik Verwoerd and the Nationalist Party saw black people as the "drawers of water and the hewers of wood" - that is, as unskilled labour.

Urbanisation and mechanisation in industry has however created a far greater need for skilled labour. The present education system has not empowered people with the appropriate skills.

Unemployment has reached alarming proportions in South Africa with approximately 40% of the working class not able to get formal jobs. Thus there is no guarantee that the school leaver will find employment in the formal sector of the economy.

It is against this backdrop that Careers Centres were started in South Africa.

## What are Careers Centres?

They are institutions which aim to examine educational and economic issues that will affect job opportunities for youth. They also aim to research the human resource needs for a future non-racial, democratic South Africa. And they attempt to provide the people with information and guidance so that a future South Africa will have the skills to ensure a better life for all the people.

Thus, Career Centres aim to develop skills as well as to provide information.

A staff member at the Careers Information Centre (CIC) in Durban said, "We try to be information brokers."

The Soweto Career centre says, "We aim to provide career guidance and counselling and also to help people make informed decisions about work and study through life skills training."



Adrienne Kohn (left) counselling 2 high school students at Khotso House.

## What do Career Centres offer?

Make a note of the directory of Career Centres on this page and contact the Career Centre in your area. Each career centre may offer slightly different services, but they will be consistent in most of the services. The career centres listed here cooperate under a national forum called the South African Vocational Guidance and Education Association (SAVGEA), so use the one closest to you.

## Some of the Services Provided

**Information service** - information on subject choice for school pupils, on universities, colleges and technical colleges for school leavers, and bursaries for study. For people who are presently working or looking for work information and counselling on career changes, job possibilities in the informal sector, and so on are provided.

**Library and Resource centres** - available information on education and work that is relevant, up-to-date and accessible to users.

**Letter Answering Service** - which responds to all enquiries made through the post.  
**Counselling service** - trained counsellors who assist clients to make career and study choices.

**Bursary directory** - lists of information on available bursaries for tertiary study are made available. (Note that career centres can assist with lists of bursaries, but do not issue bursaries themselves. They are all funded institutions.)

**Educational Workshops** - workshops covering a variety of topics, from study skills and life skills to AIDS information, are offered at some career centres.

**Projects** - Ongoing projects are run at some career centres. For example, if you are in the PWV area, the Soweto Career Centre runs an eight month Post Matric Project that aims to equip school leavers with better skills for academic study or the job market. The Education Information Centre in Johannesburg runs a three week Winter School every year in July that aims to equip matrics with better skills for the final examinations. In the Western Cape, the Careers Resource and Information Centre (CRIC) runs an outreach programme to build groups in the rural areas as well as a future-link project which gives school students experience of the workplace and worker organisation. Check the career centre closest to you to find out about their special projects.

## Skills

**Formal Letter** - If you write a letter requesting information, remember to be brief and to the point. A few points to note:

- state what you are currently involved with
- state what you wish to do
- briefly state the knowledge you already have on the subject
- state what you need to know

**Telephone enquiries** - You should be clear and to the point. A few points to note:

- say who you are
- say where you are phoning from
- say what you are currently involved with
- say what you want.

## How can you contact Career Centres?

Career Centres can be contacted by writing to them, telephoning them if you are in the area and, better still, if you are within walking distance, you can visit them.

## Names and addresses of Career Centres:

**Career Information Centre (CIC)**  
36 Ecumenical Centre  
20 St Andrews Street  
Durban 4001  
Tel (031) 301-2097/8  
Fax (031) 301-6611

**Careers Research and Information Centre (CRIC)**  
P O Box 378  
Athlone 7760  
Cnr Klipfontein and Springbok Roads  
Athlone 7760  
Cape Town  
Tel (021) 637-8040/1/2  
Fax (021) 633-9022

**Soweto Career Centre (CC)**  
P O Box 154  
Diepkloof 1864  
8642 Zone 6  
Diepkloof 1864  
Tel (011) 938-7884  
(011) 938-1439  
Fax (011) 938-1439

**Education Information Centre (EIC)**  
P O Box 62270  
Marshalltown 2107  
3rd Floor Khotso House  
62 Marshall Street  
Johannesburg 2001  
Tel (011) 834-7861-6  
Fax (011) 834-7867

**Siyakhanyisa Career Centre (SCC)**  
P O Box 97034  
Presas 0114  
520 Paul Kruger Street  
803 Fasser Building  
Pretoria 0001  
Tel (012) 320-4800  
Fax (012) 322-4800

**Mamelodi Career Guidance and Job Seeking Training Centre**  
P O Box 77133  
Mamelodi West 0101  
Room 16 Tshoeu Street  
Balebogeng Centre  
Mamelodi West 0101  
Tel (012) 805-5018  
Fax (012) 805-4500



# Secretaries in a changing role

179  
~~187~~

By SOPHIE TEMA

Clipped  
25/8/91

of the tasks of managers

IN the past secretaries were believed to be fit only to answer telephones and take messages for their managers

Now most secretaries realise that today's managers cannot make all the decisions and they have taken on some

Transworld Promotional Services is offering a bridging course for secretaries in conjunction with Secretaries' Day on October 5, formulated to help them get the most out of new office technology and upgrade their skills



Ste 27/8/91

# Search for goodwill

179  
By Stan Hlophe

All South Africans who are interested in reconciliation but who say "What can I do?" can become actively involved in Reconciliation Forum, which will hold its inaugural meeting at the Old Edwardian Sports Club, Lower Houghton at 6 pm on Thursday.

The forum's executive director, Helen Dick, says they are looking for black and white people of goodwill who want to work together to make the "new" SA a reality at grassroot levels.

Ms Dick said the forum's goals are peace and prosperity, starting with solving the greatest problem facing the coun-

try — unemployment

She said the meeting will address related problems such as adult technical education, work opportunities, cottage industries, entrepreneurs, exports, management training, cultural differences and socio-economic advice.

Ms Dick said they are planning a technical school in Honeydew as their first project.

The Forum will also establish a trust fund to finance projects proposed by members and will provide research, expertise and assistance.

For more information contact Ms Dick at (011) 440-2306, Qhude Majola at (011) 337-2830 or Mike Clarke at (011) 476-6162.

# Louw lauds Plastic Board

179



ELI LOUW

By IKE MOTSAPI and Sapa

TURNOVER totalling R8 billion was generated in the fairly new plastics industry, which employed about 43 000 people last year, Manpower Minister Mr Eli Louw said yesterday

Louw was addressing a function celebrating the accreditation of the Plastics Training Board at the Johannesburg Country Club

He said the R8 billion turnover contributed about four percent of the South African gross domestic product

"The industry is a very diversified one, spreading right across the South African economy," he said.

Louw said the industry was "fairly young with no comparison to others".

## Set standards

*Sowetan 29/8/91*

"Therefore one of the main tasks of the new Plastics Industry Training Board will be to define, categorise and set standards for various job categories

"Amendments to the Manpower Training Act enabled industries to establish training boards in order to facilitate training and to provide the needs for training labour.

"Training boards will have to undertake surveys and indepth training analyses with regard to present and future skills requirements in order to ensure proper apprenticeship and other training," Louw added.

He also called for the amendment of the constitutions of the training boards so that they could also provide for employee representation.

# Government calls for more spending despite recession

179

Blomay 24/7/91

AS SOUTH Africa heads into a new future, government is advocating the need for companies to put money into training, despite the recession.

Manpower Minister Eli Louw says economic growth can only be activated and maintained if training keeps pace with market needs.

He says this will require a "national training will" by everyone from the state to the individual.

The Johannesburg City Council has increased its training budget by 22%, including R14m for human resource development as compared to R11m last year.

Management committee chairman Ian Davidson said recently that, unlike other organisations, the

council has responded to trying times by redoubling activities such as training, literacy and skills upgrading.

However, a recent study by Business and Marketing Intelligence said government and the private sector would have to spend billions more in the next decade on education and training if SA's growth potential was to be realised.

## Rise

BMI chairman Jonathan Harrod says about R25bn a year is currently spent on formal, informal and in-service training.

Of this, about R8bn is spent by the private sector and R4bn by corporations and businesses.

Individuals spend another R4bn, mostly on formal education.

He says studies show total spending will have to rise to about R40bn before the end of the century if there is to be any hope of the education system providing the needed skills in the right numbers.

Central Training Unit (CTU) manager Johan Swanepoel says many organisations regard training is a necessary evil which they do when times are good.

"This attitude must change, particularly if the organisations want to survive and grow in the changing SA."

"Lessons from successful economies and organisations show training is the only global competitive advantage."

"No organisation can afford the luxury of untrained, unempowered people," Swanepoel says.

The National Manpower Commission has identified a number of professions as in critical need of training.

These include engineers, metal and engineering artisans, building artisans, electrical and electronic artisans, engineering technicians and accountants.

Only 2% of all degrees, diplomas and certificates awarded in 1989 were in engineering and engineering technology and only 4% were in science subjects.

## Artisans

The number of artisans who qualified between 1985 and 1989 declined and although it increased in 1990, it is still inadequate for SA's needs.

Graduate Institute of Management and Technology director Andy Andrews says another "rope around the country's neck" is the quality of management.

"Sadly, this is an area where most companies cut back."

He says many SA managers are not equipped to deal with international competition and growth.

The economy has seen growth of about 1% in the past 10 years.

"We need to get it up to 7-8% a year to cope with the unemployment rate and training is the key."

Andrews' institute is an attempt to get more engineers into SA's boardrooms.

## A popular option for grooming management

*Blonay 24/7/91*

SPECIALIST two-day open courses are becoming a popular training option for the executive, says Management and Skills Training (MaST) MD Richard McBride.

(179) (12)  
"Small organisations either cannot afford customised in-house training programmes or there are not enough staffers to justify such programmes," he says

"On the other hand, large organisations cannot afford to have an entire department absent from the office for a few days."

He says MaST's open courses address both these problems

"The smaller organisation can send one or two key staffers on a course. The larger one can stagger the impact of having staffers out of the office by sending them on the same course at different intervals."

# Tailor-made approach to development systems

ONE of South Africa's biggest challenges is developing its human resources and upgrading them so they in turn can upgrade the economy, says human resource development company Developa

810 am 24/7/91  
A Developa statement says the company has taken a different approach to this challenge — it designs tailor-made development systems

"We target developers in a position to reach people

with limited possibilities for upgrading themselves. Our objective is to create opportunities for large-scale people upgrading" Developa systems are designed to suit the client's situation, needs and objec-

tives and are run by the client

179  
The company deals with projects in areas ranging from commerce and industry to community and educational programmes.

# Business Day SURVEY

A recent study shows government and the private sector will have to spend more on education and training during the next decade if SA's growth potential is to be realised. About R25bn a year is currently spent on formal, informal and in-service training. DIANNA GAMES reports.

## Keeping pace with the market

COMPUTER training in South Africa has seen a change in the demand for conventional computer appreciation, says Punchline Columbia Training GM Jacqui Kabatznik.

Kabatznik says the only way to bridge the gap in educational levels in SA is with technology. "Our objective is to make the transition from the classroom to the working environment non-existent. We have to warm up people in the township to computers by having them learn them in their own community. We need to

show them technology is not something separate. The division is involved in a pilot project in Kaitshong supported by Coca Cola, which is the germ of technological advancement in a community which had had no exposure to it.

Kabatznik says the Kaitshong project has experienced problems such as violence, the destruction of school property (although the computers were not touched) and frequent power cuts. As a result, only 40 people were trained last year instead of an expected 120.

Initially, participants were corporate directors and end-users, but companies are now sponsoring black education and are sending their black staff on computer literacy courses.

24/7/91 179

Punchline Columbia Training (PLECT), the official training organisation for US firm Ashton Tate, has done similar work in Mmabatho, has a project lined up in Transkei and is exploring possibilities in Botswana and Angola.

Kabatznik says computer appreciation has changed in the corporate market in the last six years.

Initially, participants were corporate directors and end-users, but companies are now sponsoring black education and are sending their black staff on computer literacy courses.

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# 'Township MBA' shows informal traders the ropes

LEARNING how to turn on a calculator is the first step in the "township MBA" — the One-Up Business Training course which is rapidly taking off

Devised by Cape Town company Trident Training, it equips informal traders and aspirant entrepreneurs for business, no matter how modest

Trident MD Tony Davenport says in the past three years the company has trained about 2 000 people drawn from the Cape Town area — about 150 a month. The nickname the course has acquired is useful in the

formal sector, but is meaningless in the informal arena as no one has heard of an MBA

He says the course, which runs for five days, is presented in a businesslike but user-friendly way to help candidates over what has usually been a negative school experience

There are no limits on educational qualifications and the drop-out rate is minimal

"We are dealing with survivalist entrepreneurs. There are few who are unwilling or unable to do it"

The course encompasses

cash control, stock control, principles of merchandising and costing and how to make a profit

Most participants are women with children to support who do anything from selling roasted goats' heads and making clothes to running spaza shops

## Trading

Davenport says 80% are in trading, 10% in products and 10% in services

The majority of participants could not afford to pay the R345 for the course, so the Informal Business Training Trust was set up,

contributed to mostly by the private sector, to pay for them

He says trainers visit students several months after the course to assess their progress

Students have a wide variety of backgrounds, from standard one up to matric, so the pace of the course is important

He plans to open a centre in Johannesburg in September and is negotiating for the course to be run in Durban and Port Elizabeth

Small Business Development Corporation (SBDC) manager, training services,

for the Reef Gary Bonner says in nearly two years the SBDC, which is running the course, has trained about 250 people

The SBDC runs a second course for the more educated small businessmen — the How to Start Your Own Small Business course.

**179 Costly**

Says Bonner "Many small businessmen learn the costly way — by trial and error. We try to prevent them from paying for unnecessary mistakes"

The SBDC subsidises the course and candidates pay between R50 and R100

It is also able to offer finance and premises to some of the candidates after they have completed the course

Black business federation Nafcoc is to open its Business Training Centre in Soshanguve, outside Pretoria, in September

A spokesman says it will offer basic skills training as well as training for management.



# A computer package to explain VAT

MANAGEMENT is beginning to realise the enormity of the training task it faces in order to be ready for the introduction of VAT on September 30, says Deloitte Pim Goldby partner Larry Kritzinger

Every facet of business is affected and staff in the administration, data processing, personnel, production and finance sectors have to be educated about VAT's effect on their working routines

This task would have to go outside normal in-house training and that is where Pim Goldby's package computer-based VAT Tutor comes in

VAT Tutor's 10 disks embrace a variety of specific business activities aimed personnel involved in salaries, tax, data processing, import/export and financial management

The training package sells for R949 and includes subjects such as mechanics



LARRY KRITZINGER

of VAT, incorporating input and output tax, rates, liability for VAT, effect on imports, self-supplies and fringe benefits, documentation and the effect of VAT on cash flow

"In addition, the programme deals with the mechanics of VAT which will have uniform application regardless of the nature of the business"

Kritzinger says more than 1500 packages have been sold so far

"The idea was conceived in 1988 when VAT was first announced and we have been working on it since the beginning of 1990," he says

The package was originally based on draft legislation with a proviso that it would be updated as time went on

Records have been kept of buyers and updated packages have been sent to them

He says computer-based training is invaluable

"It should ideally be interactive so participants can test their understanding and retention of each step before continuing

"Our VAT Tutor programme is supplied with a workbook so actual examples can be practised

"This multi-media approach is a proven success in terms of speed of learning and retention of information"

He says mass participation in seminars cannot achieve this nor can these be function-specific to all parties

Computer based training aims to provide digestible components that build up to form a total picture rather than confronting the trainee with a mass of data," he says

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# Your big chance to study at Harvard

Sowetan 25/7/91

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25/7/91

By ALI MPHAKI

BLACK South Africans in mid-career have a chance to obtain advanced training at Harvard University in the United States

This can be done through applying for a fellowship with the Harvard/South Africa Fellowship Programme, which is run by the South African Institute of Race Relations.

According to the bursary director of the Institute, Mr Dennis Venter, the programme is intended for those men and women who have shown considerable skills in their chosen fields and who would be likely to benefit from advanced training

The fellowship provides for up to one year's study at Harvard. It includes all tuition and fees for the period of enrolment at the university, as well as a subsistence allowance and the cost of a return air ticket.

The average age of those selected for the fellowship is between 30 and 40.

Candidates who have just completed, or are busy completing their first degree are not normally selected.

This does not apply to those candidates who are conducting their studies

concurrent with, or subsequent to, professional experience in the workplace.

Venter points out that to be eligible for a fellowship, a candidate need not have received a first degree.

Several fellows without degrees have spent a year at Harvard as "special students", for example, in the programme for management development at the Harvard Business School.

Candidates are expected to attend one full academic year at Harvard.

As the American academic year begins in September, most fellows begin their studies in the September following their selection.

Each year about 200 applications are received, of which from 12 to 15 candidates are interviewed by the selection committee in late January.

The closing date for applications is September 30 1991

Application forms are available from The Harvard/South Africa Fellowship Programme, South African Institute of Race Relations, PO Box 32597, Braamfontein 2017

# Smooth Swiss skills for homeland hotel school

Malcolm Fothergill (199)

CONSTRUCTION has begun on a R17-million hotel and tourism school that will offer an internationally recognised diploma from the Belvoirpark Hotel School in Zurich, regarded as one of the best in the world.

The school, taking shape on a site south of the Mmabatho Sun Hotel in Bophuthatswana, has been designed to the specifications of the lecturers in Zurich.

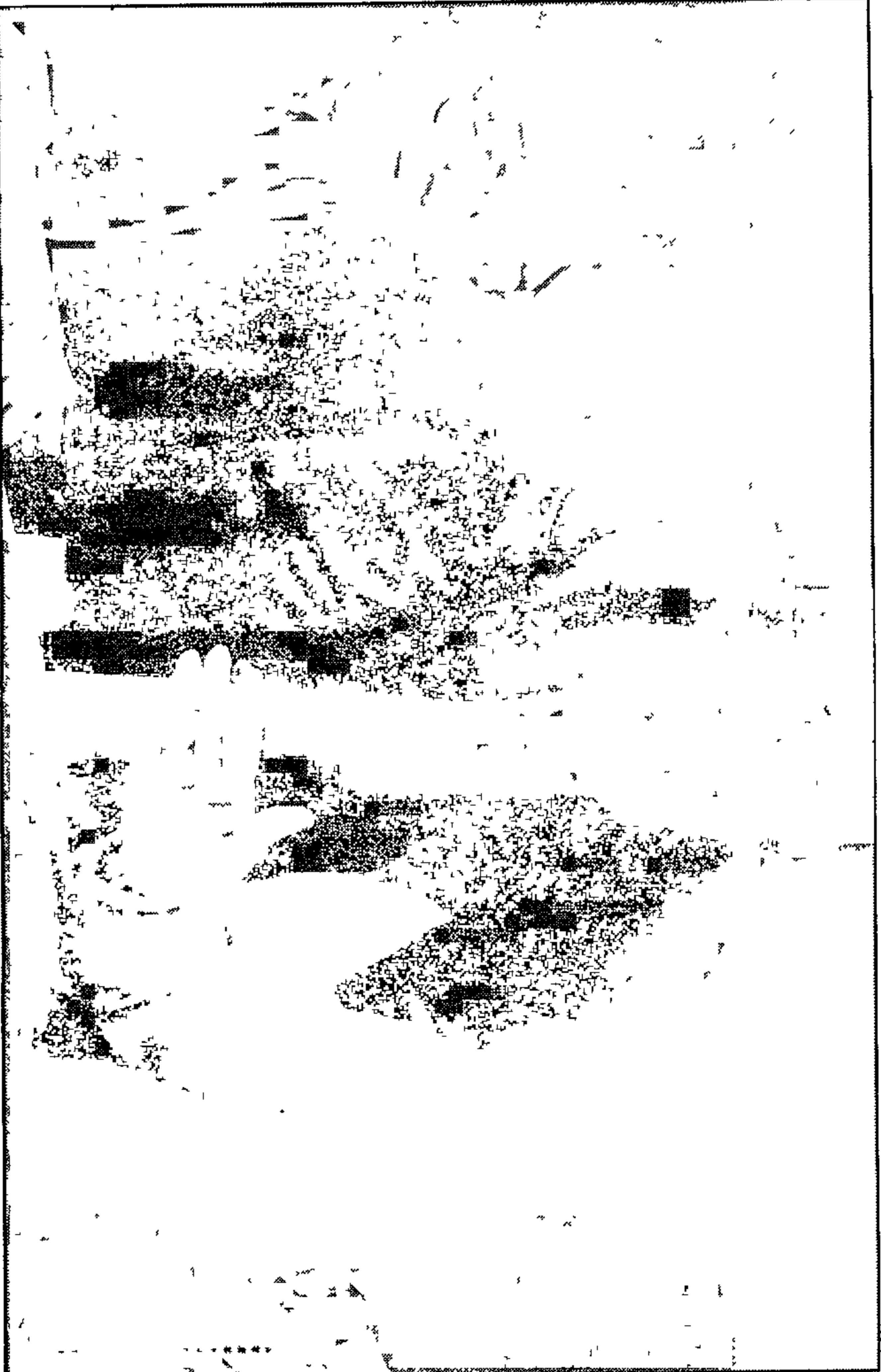
It will be open to students from throughout southern Africa. The minimum requirement will be a matric certificate or outstanding service in the hospitality industry. *Star 31/8/91*

Gil Maleka, chief executive of the Bophuthatswana Tourism Council, says no hotel school now operating in southern Africa comes close to the standards of Belvoirpark. The first 48 students will start their three-year course next April.

Jurg P Vontobel, director of the Belvoirpark school, says the emphasis at Mmabatho will be on the practical side of managing hotels rather than on theory.

A small hotel attached to the school will offer 12 double bedrooms of five-star standard and will be run by students. Tests will be run under supervision from Belvoirpark. Five Belvoirpark graduates will do the teaching.

For information, write to Mr Maleka at Box 4488, Mmabatho, 8681



LOOKING AHEAD: Belvoirpark director Jurg P Vontobel (left) discusses plans for the school with architect Dieter Maresch and the Bophuthatswana Tourism Council's Gil Maleka

# Showing young leaders the way

South (Soulside)

S/19 - 11/9/91

#33 (179)

**C**OMMUNITY DEVELOPMENT has become a buzzword in South Africa and abroad, with organisations previously dedicated to welfare or politics recognising the need for an organic approach. One body putting these ideas into practice is the Retreat-based agency Cafda, whose programmes include a course to develop the leadership skills of teenagers in the Cape Peninsula.

The participants, aged 16 and above, attend workshops twice a week in which they explore topics like effective time management, communication, and conflict management.

If the comments of previous participants are anything to go by, the course is achieving what it set out to do: "It made me more people-aware", "Now I see myself fit to handle any meeting", "Conflict resolution is a very real problem and now I know how to handle it".

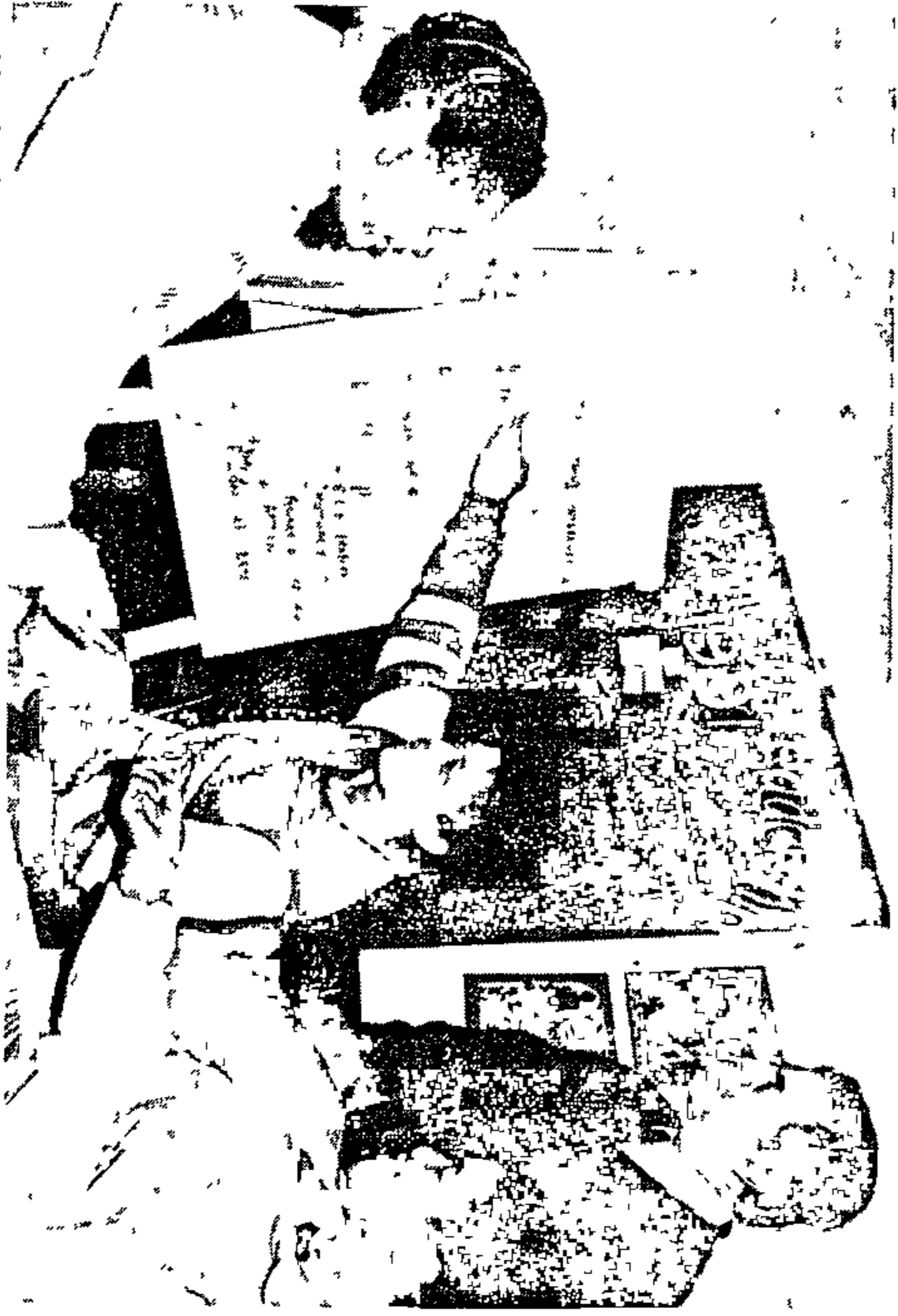
The facilitators who lead each session are professionals from business, psychology and social work. They have found the teenagers responsive and receptive to the programme — in spite of the fact that the young people arrive straight from a day at school with no time to relax in between.

Their enthusiasm is no doubt fed by the way the course organisers take care to incorporate students' own priorities.

Remette Swartz, who co-ordinates the programme, explains how the emphasis is on experiential learning. In each session students divide into small groups to act out roles in a number of different imagined situations, and brainstorm their own ideas.

"That method takes away the anxiety, and makes it easier for them to report back," she explains. "It's a good way of consolidating what they learn, and they are not scared or shy any

Cafda is emphasising community development with a scheme to develop leadership skills. JUSTIN PEARCE reports:



Cafda's leadership skills programme emphasises group learning. PHOTOGRAPH Yunus Mohammed

more." Facilitators take care to treat participants as adults rather than take a parent-child approach, another aspect the students appreciate.

In the middle of the three-month course they go off on a mountain hike during which their ability to tackle problems is tested. Towards the end of the programme a weekend "think-tank camp" provides a further opportunity to consolidate skills.

At the end of each course a full evaluation is undertaken by the students and facilitators, to identify where there is room for improvement for the next one.

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## Review/Tertiary Education

# Reaping the poor yield of Verwoerdian policy

**T**HE South African economy will have to invest huge amounts in skills training if it is to cope with sustained growth and be able to compete in international markets.

Part of the reason for the lack of skills is the "brain drain". An unknown number of professionals left the country during the past three decades. But the greatest cause of the skills shortage is the shortsighted education and training policies of the apartheid era.

Barlow Rand economist Pieter Haasbroek says the best possible means of approximating our skills need is by drawing comparisons between ourselves and the OECD countries — with whom we may want to compete

in certain industries. And when this is done the picture looks bleak. For instance, whereas in the OECD countries managers comprise seven percent of the workforce, this figure is only two percent in South Africa. The OECD figure for highly skilled workers is 33 percent compared with South Africa's nine percent. The number of semi-skilled employees is more comparable — 40 percent in the OECD countries and 35 percent in South Africa. And 53 percent of our workforce is without skills.

The shortage of skills in such areas as management and engineering is marked. It has been estimated that there are on average two jobs for every engineer who graduates — and in the civil and electrical engineering

fields there are four jobs for every graduate. This is made gloomier by the fact that civil engineers are likely to be in high demand if a new government undertakes huge housing and urban upgrading projects.

Haasbroek estimates that were the economy to achieve a sustained growth rate of four percent over the next decade, 100 000 more entrepreneurs and managers and 450 000 professionals and technicians will have to

be added to the present pool. Wits University economics lecturer Maram Allaman, who is researching the textile industry, notes that in this industry and others there is a dearth of industrial engineers.

"Companies are now having to fill in with people who are not qualified in industrial engineering. Obviously this has implications for product quality and competitiveness."

This lack of industrial engineers will have implications for South Africa at a time when local firms are edging their way into international markets.

Nevertheless, the government, the private sector and the unions have recognised the urgency of promoting skills which are the key to economic growth. Business is pouring millions

of rand into education — especially maths and science at high schools and the sciences at tertiary level.

Apartheid education, the constraints which sanctions and disinvestment have placed on resources available for training and a lack of career direction among students are some of the reasons responsible for the shortages.

But Allaman lays most of the blame at the government's door. "The government has no manpower policy. She castigated the state for not allocating enough money for technical and skills training in its education budget.

If the worst comes to the worst we can fall back on imported skills. Fast Bloc countries are likely to be our main source of this — particularly in the engineering sphere.

the, tyre and engineering sectors

The parties agreed to set up an Industry and Education Training Board consisting of equal numbers of employer and union representatives. The board will "direct education training to shortages and future industry needs". It will also develop industry training standards and co-ordinate the implementation of adult basic education

d us for assistance — the missing link is total contribution in creating a new dynamic

ly, on (031) 7031155 or (0323) 31129

# GW

ERE producing square pegs for round holes? National Education Minister Louis Pienaar told a *Weekly Mail* journalist in a recent interview.

This phrase, which in this context translates into a mismatch between education and the needs of the economy, has become the battle cry of both the government and private sector. It is also acknowledged by extra-parliamentary forces — unions, political and community organisations and educationists — that because of the apartheid legacy of racial and gender discrimination, the number of people receiving technical training is still far too small.

It is an area in which inequality and exclusion has been at its most blatant. Before the Wetshin Commission into labour legislation in the late 1970s, for example, Africans were barred by the Apprenticeship Act from training as apprentices, without which qualification they could not work as tradespeople. In the past, too, black miners were not allowed to be issued with blasting certificates. Until recently, technicians and technical colleges, where most formal vocational training takes place, were racially segregated. Educational provision in this sphere is still loaded in favour of whites, and employers have traditionally spent a small percentage of their profits on training workers.

Government attitudes are best captured in the words of their proponents in 1945 a National Party politician, JN le Roux said "We should not give natives any academic education. If we do, who is going to do the manual labour in the community?" Ten years later former prime minister Hendrik Verwoerd said "There is no place for the Bantu in the European community above the level of certain forms of labour."

Today, the sentiments of Nat-speak have changed. The Verwoerdian dream has turned into a nightmare, and there has been a *glasnost* in attitudes towards training, sparked partly by the need to foster a black middle class as a political buffer. In its recently-released Education Renewal Strategy, the government posits — among other things — reorientation from academic towards more vocational education to meet a projected skills shortage, and (for the first time) compulsory education for all children up to the age of 13.

That there is a recession in which employers are struggling to maintain rates of profit — and a consequent skills shortage — there is little doubt. Increased use of technology has led to large-scale redundancies and unemployment.

With an annual economic growth rate of only two percent, there will be a shortage of about 200 000 workers with a degree, diploma or comparable skills level by the year 2000, according to South African Institute of Race Relations researcher Monica Boo.

"There will be a surplus of 3.8-million workers with Std Eight to Std 10 or comparable skill level, and a surplus of 5.6-million workers with lower than Std Eight or comparable skill level," she said.

## Showing square pegs into round holes

The skills crisis in South Africa has prompted a call for a shift from 'academic' to a 'technical' education. But perhaps the dichotomy is a false one, argues PORTIA MAURICE



Education Minister Louis Pienaar

Presently, the skilled and higher skilled levels are mainly occupied by whites. In 1988, for example, while 80 percent of the economically active population was black, whites occupied about 95 percent of managerial jobs.

The crisis is recognised even at international level. The Commonwealth Expert Group into Human Resource Development for a Post-Apartheid South Africa is due to report in Harare in October. In an input paper to the group, Harold Wolpe and Elaine Unterhalter, of the Essex University-based programme, Research in Education in South Africa, identify as short-term needs during the "transition period":

- Education and training for returning exiles
  - Upgrading administrative, management and research skills of personnel in community and political organisations
  - Upgrading black school teachers
  - Training black people in central and local government and middle and senior level ranks
  - The training of police and military in methods appropriate to a democratic society
  - Black advancement in the occupational structure
  - Training black professionals
- Strategies differ about how to redress these problems and the inadequacies in the schooling system which militate against post-school vocational training. A key area of concern is the small number of blacks who graduate from high school with maths and science — key subjects for artisan training and occupations with persistent shortages such as engineering, medicine, computer science,

electronics and microbiology.

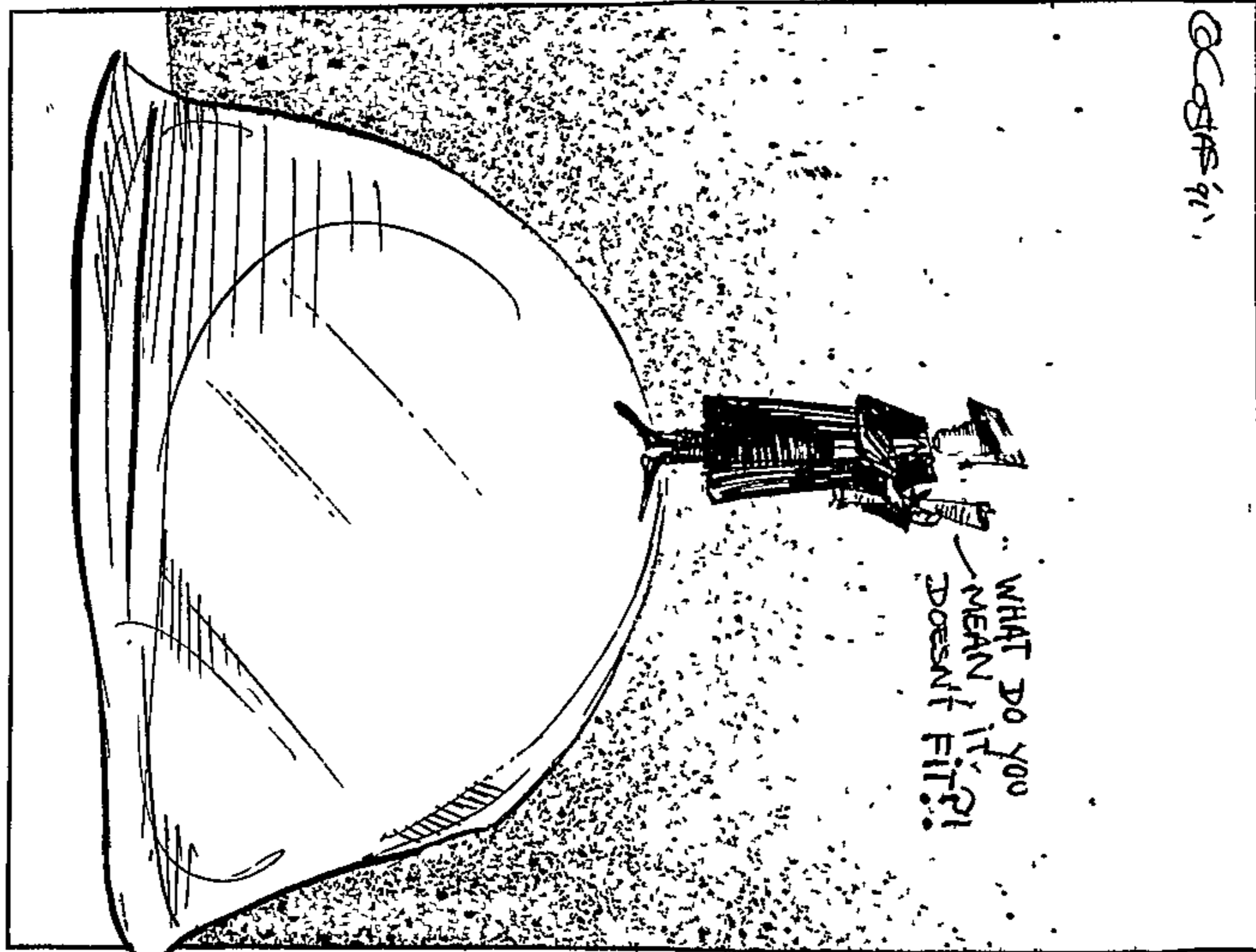
In 1990, the mathematics pass rate for matriculants in the Department of Education and Training (DET) and the 10 homelands ranged from a dismal 0.08 percent in Gazankulu to 19.5 percent in KwaZulu, and in physical science from 33.6 percent in KwaNdebele to 58.1 percent in KwaZulu. In the DET 17.9 percent of those who wrote mathematics passed, and 47.1 percent of those who wrote physics. Yet the successful few are an even minority than meets the eye, only between 15 and 30 percent of black pupils take these subjects in the first place.

Debate now centres around where limited resources should be allocated, towards high level technical and professional training, or lower level school education. There is widespread concern that the government's proposed compulsory schooling up to Std Five will force 13-year-olds to make career choices at a very tender age, and leave parents to foot the bill for further education.

Some educationists also fear that extreme shifts towards technical/vocational education will deprive students of a good grounding in general education — which provides for more flexibility, job mobility and continuous learning. Attacking the "vocational school fallacy", they point out that the rates of return to general schooling — literacy, numeracy and basic science skills — are usually higher than those to formal vocational training.

Perhaps though, the dichotomy between "academic, professional, administrative, technical at all levels there should be more coalescence between school and work. What is now regarded as

WHAT DO YOU MEAN IT DOESN'T FIT?



"academic" should begin to bear more relation to everyday life, and what is "technical" should incorporate more general knowledge to facilitate broader understanding of the world. At any rate, current technical training at school level has been stigmatised as an option for those who are not "brilliant", a mirror to the mental/manual split which education reinforces in the work environment. Woodwork and typing have lower status than "academic" subjects like maths. Pupils who are not doing well are often "streamed" into vocational subjects and are more likely to become manual or semi-skilled workers. Concrete discussion about how education and training resources should be invested and equalised has to take place in the framework of a new development path for the economy — capitalism, socialism or a mix — and the way in which the labour process is reorganised. Education cannot be abstracted from a political and economic framework, and neither is employment its sole purpose. It should be an empowering and enriching process which enables people to understand and control their lives.

YOUR FUTURE



BE SOMEBODY SPECIAL!

Serve the nation's youth as a High School

# Review/Tertiary Education

## Wanted urgently: Students willing to dirty their hands

**D**ESPITE the need for more technically-educated manpower, most students attend university. Of every 100 students in 1990, 13 were enrolled at teacher training colleges, 14 at technical colleges, 16 at technikons and 57 at universities.

Although technikon and technical college enrolment has grown rapidly over recent years compared with universities, in part due to the fact that the latter have been underfunded, a variety of factors have contributed to "the academic bias". These include

●The public and industry's lack of knowledge about technical colleges and technikons.

●During recessionary times, employers cut back on training. As a consequence, relatively few students are able to secure employment while attending a technikon or technical college, making it impossible for them to qualify for those diplomas or degrees

which require practical training.

●Many cannot afford to pay privately for tertiary studies. This is compounded by the fact that the private sector tends to give more bursaries to universities than to technikons.

●Technikons cannot cope with student numbers due to a lack of finance and staff. They can generally meet running costs but cannot expand

●Decades of segregation and the late development of black technical institutions have contributed to a situation where there are relatively few facilities for black students. In addition to the expense of providing separate facilities and the problem of over- and under-utilisation, other issues related

South Africa is sending too

many of its students to university instead of to technical college.

What we need most are people with skilled hands

**By MONICA BOT**

to segregation include differences in standards and quality between institutions; trainees may be forced to study through correspondence; and the inconsistency of segregation with an integrated labour market.

Another consequence is the majority (59 per cent) of staff at these institu-

tions is white. While some argue that the advantage of segregated institutions is that students can be have a bridging programme, it surely is less expensive to provide this at existing institutions than to build new ones.

Several developments have taken place which may improve the extent of skills training, however. One of these is the establishment of industrial training boards which are responsible for training according to the perceived needs of their industry, the development of content, testing and financing. Others are the introduction of competency-based modular training, which will enable people to acquire diplomas at their own pace: the recent announce-

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ment that technical colleges, similar to technikons, may determine their own admission criteria; and the development of a national training strategy.

Other measures may be necessary to encourage more students to qualify in technical fields. Here one thinks of enabling technical institutions to provide practical training so that students can complete their diplomas independently of employment. As such equipment is expensive, it might mean institutions will have to specialise. It could be considered to employ a scheme where companies pay a small mandatory levy into a national training fund, which is used to provide incentives for companies with accredited training schemes. Serious attention also needs to be given to upgrading the theoretical content to include development criteria, and not just to conceptualise skills in terms of economic and industrial growth.

●Monica Bot is the director of Edusource.

force

# Broader view for HR people

8 Times (Bun)  
EQUIPPING human resource practitioners with business skills is the focus of IPM's training department in 1991

One of the messages in the institute's training programmes is profit-and-loss assessment to ensure that people in human resources have a part to play in organisational growth and can thereby justify their positions.

Incentive compensation, coaching skills and managing organisational change have been added to the training department's courses and programmes.

## Firings

A computer simulation business course is also being developed to orient practitioners to this type of strategic thinking. It incorporates balance sheet, marketing, production and selling variables to enable them to understand how other areas operate in their organisations.

IPM training manager Roma Howard believes the traditional practice of firing human resource practitioners and other support staff first in a recession is changing. The reason is that companies are finding their services useful, so much so that many boards today include directors with a human resource development background.

Training, industrial relations, salary structuring, career development, staff promotion and succession planning are skills that companies demand. The institute provides the training.

Half of IPM's students registered for the diploma course are black. It is believed that the human re-

sources role will be a useful one for blacks at the entry level of corporations in the new SA.

IPM's other popular courses are its short course certificate series in human resource management.

Mrs Howard says the recession has led to the need for multi-skilling and job flexibility. Instead of hiring new people to do certain jobs, employers are looking to train existing employees to carry out a variety of jobs. With reduced working loads resulting from the economic downturn, it is possible for staff members to do this.

An offshoot of the trend is that workers become more talented and make themselves more marketable and high sought after.

Payment for extra work can be made either on a project-type basis, or appropriately developed to a new salary scale in accordance with the extra skills acquired. A simple example of multi-skilling is the case of a clerk providing relief in a typing pool.

## Economical

For IPM the trend appears to be to more in-house training assignments. This is of greater benefit to the customer because it allows a training programme to be customised to the needs of the organisation.

Furthermore, training people at their own premises is a more economical for the customer and less disruptive. The training department has provided customised training to companies in South Africa, Botswana, Lesotho and Bophuthatswana.



# Too few openings for many seekers

8/9/91 (179) *STimes (Burs) 8/9/91 (179)*

WITH all the talk about the need for training, the discovery of the relatively few job openings available for hopefuls leaves one with a sinking feeling

"What do you do when 7 000 people apply for 120 bursaries?" asks At du Plessis, chief executive of management resources for Genmin

"Granted, many may be chancers, but there are at least 700 who qualify for those bursaries. Why go out and spend millions on cultivating high school children when there are so few opportunities?"

No doubt Mr Du Plessis derives as little satisfaction from this cold reality as would anyone else. In his role as IPM personnel services committee chairman, he is committed to doing something about it

## Handful

IPM's personnel services division comprises seven sub-committees dealing with Aids, compensation management, manning (recruitment and succession planning), employee assistance programmes, computerisation of human resource information, strategic management and social responsibility (employee relations)

Mr Du Plessis says "We view our role as a proactive one. As a committee, we identify needs which we can meet and limit the issues to two or three a year. Different aspects of the same issue are investigated for six months by different sub-committees. It is impossible for a handful of people to accomplish everything"

Six issues were investigated in the past year: immigration, remuneration, housing, succession planning, the rendering of assistance to returning ANC exiles and information management

"We concluded there was little need for any SA company to recruit people abroad. The SA employer has the responsibility to train existing employees with potential or look for good-quality SA labour. However, time is against us and should there be an economic upswing as everyone predicts, then shortages will occur that will force the SA employer to recruit abroad

"The problem, however, is the short-sightedness of some employers who stop training the minute the company suffers economically. We are aware that SA can do with good entrepreneurs, but the objective should be to become self-sufficient in the long term

"Our review of succession planning, a subject I will speak about at IPM's national convention, led us to see the importance of selection and ensuring a mix of colours, provided standards are not dropped

"Selecting people with the right attitudes, especially at the early stage, is crucial if prospective trainees are to compete in the race for jobs traditionally held by whites. Once selected, these people together with all other prospects need to be put on a fast-track development

"The key to solving present and future shortages lies in a solid, workable succession planning system in a company, supported by proper development programmes"

The personnel services committee also produced two papers for publication, one on remuneration and another on housing

The conclusion was that the remuneration policy of any organisation should support its strategic objectives. If this does not happen, it will fail in contributing to the bottom line

Mr Du Plessis says "You cannot have a policy of worker involvement and then pay bonuses for individual performance and so on

"The all-inclusive wage concept was also identified as the system for the future because it gives freedom for the employee and enables the company to determine the real cost of employment. More information on the subject will be available in an IPM seminar on compensation management which is being run in the latter part of the year

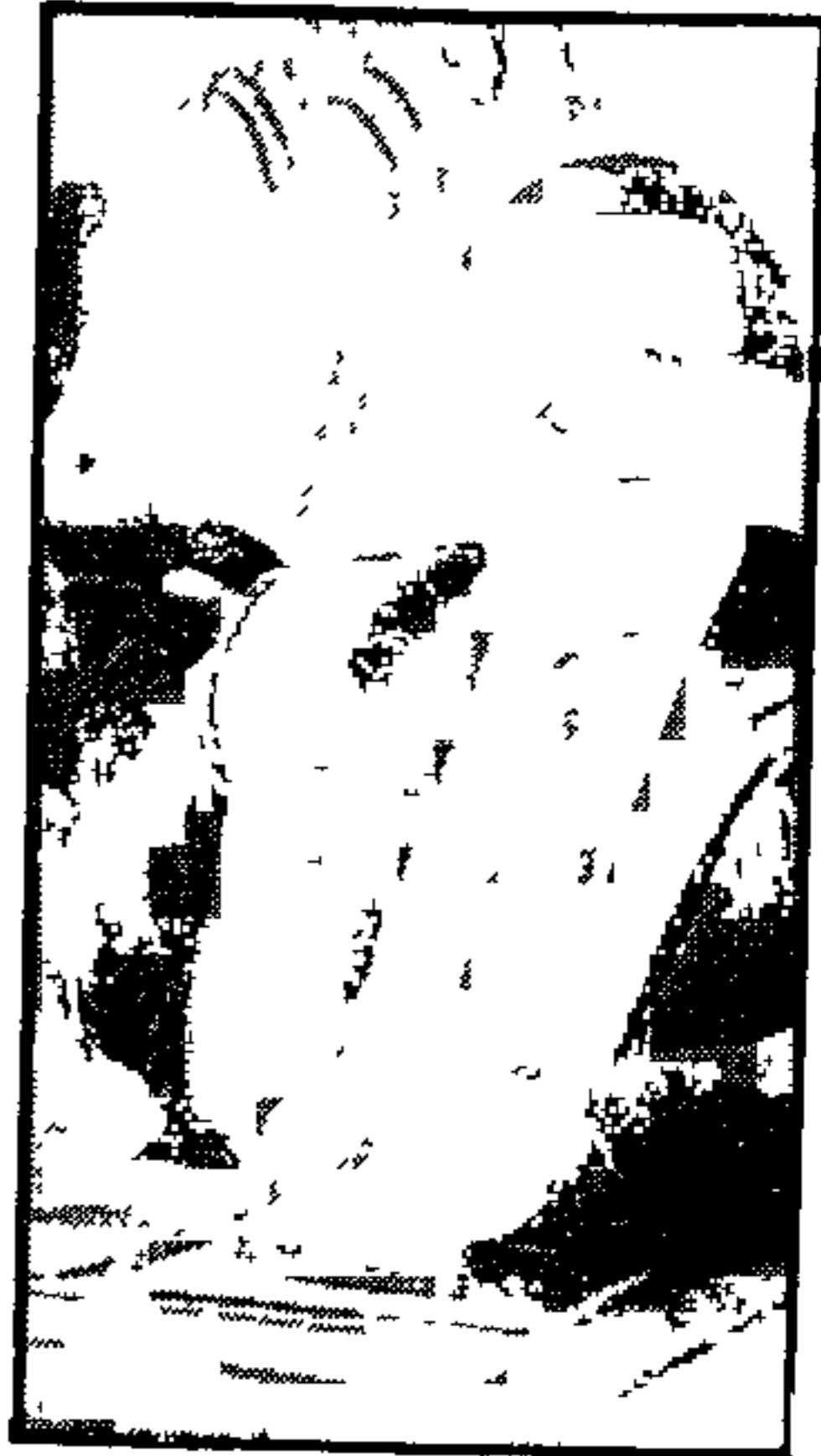
## Aware

"Housing is a national strategic issue and all the committee has tried to accomplish is to make members aware of what is available on financing, what is in the pot and what employers can do to facilitate the process for their employees to become house owners"

The committee's attempt to help returning ANC exiles were less fruitful, mainly because insufficient data were available about them. All avenues explored failed to provide a contact for his committee

Subjects the committee will concern itself with in the new year are Aids and general health care, housing and any other topics branches might identify

Mr Du Plessis says the thrust of the social responsibility committee's work is to find ways of assisting Aids victims without landing companies



AT DU PLESSIS A lot on his plate

with a huge financial load in years to come

The committee is expected to offer suggestions to employers on what steps to take so as not to incur labour shortages should high numbers of the economically active population be affected by Aids

A recent case at Genmin, he says, cost the company between R30 000 to R40 000 in four months for medical fees. Current estimates are that SA will spend between R7,5-billion and R11-billion on Aids in the year 2000 and that about 30% of the economically active workforce will suffer from Aids then

The committee will look into the legal ramifications of the issue and will formulate suggestions on how to deal with medical-aid schemes

Mr Du Plessis believes that IPM and his committee should review the role they have played until now. He hopes that the workshop scheduled for the first weekend in September will result in a new strategy for IPM to become one of the opinion formers on personnel management in SA

**GREATER** awareness of the need for increasing input for training and career development has made the human resources development (HRD) division an active section of the IPM

HRD committee chairman Tony Ansara says companies have recognised that if SA is to grow, its management and staff must have a share in it

"They are therefore concentrating now on human resources development and the issues are becoming more complex"

Personnel assessment, career development, training technology, organisational development, competency-based training and the monitoring of the needs of human resource professionals fall within the ambit of Mr Ansara's committee

In addition, the committee

# Vital role in the new SA

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S/Times (Sun) 8/9/91

is involved in the organisation of IPM's annual HRD convention and is responsible for helping the training department

Mr Ansara and his council members will meet in early September at an IPM strategic rethink session to decide on the best course to take in the next few years. The results of the think tank will be presented at the national convention later in the month

"Every IPM committee will come up with strategic plans for the next two to four years

to enable a complete plan to be put in place. Who, we ask ourselves, are the International Monetary Fund and the International Labour Organisation going to confer with in the new SA on human resource issues? IPM or some other body?

"If we are looking at a new government, then as a profession we must look at new demands, such as possible affirmative action legislation, the penetration of African markets and what links to develop with global organisations. We

have to develop our own skills and ensure we have a role in a new SA

"That means we will have to stop guarding our wickets and take risks so that we can meet the challenges that lie ahead

"We have to innovate. We have to find out what the alternative voices have to say and form other alliances in SA. In this vein, we have started talks with various employer and employee groups

"We are affiliated to the American Society for Training and Development, as well as the International Federation of Training and Development Organisations"

## Education

Mr Ansara's other major concern is the responsibility of human resource development practitioners not only to meet financial goals, such as productivity and profitability, but the development of life skills.

"The dichotomy has to be dealt with. To create middle management and ensure more equitable economic distribution, our future partners must not only be educated properly but be equipped to cope with corporate life at an emotional and social level."

Mr Ansara agrees that one way in which this can be done is for more and more employers to help educate the children of their employees.

By motivating pupils in high school to choose careers and make them aware of what avenues, and more importantly, what financial assistance is available, such as company bursaries, employers will play a part in fulfilling this ideal

# Recession masks the crisis in skills

MANY retrenchments are unnecessary

Innovative human resource practices, such as work sharing, may be far more preferable to both employer and employee

They include multi-skilling, shorter working hours, fewer working days, revolving lay-offs, more flexible working patterns and retraining of employees

In the 1990s, such issues along with skills training and career development, are certain to be the focal areas of human resource activity

Dani Mitchell, executive director of the Institute of Personnel Management, says the recession has masked the skills crisis

"The expected shortage has not materialised to as great an extent as it would have in buoyant times. But once we have turned the corner, the skills crisis will be a critical impediment to economic growth

"The time has never been better for companies to focus on technical skills training, management development and affirmative action"

## Resort

Underscoring the timing factor and role to be played by corporate SA, Miss Mitchell says even if the education system is redesigned, it will be 20 to 30 years before SA sees the fruits

"Private- and public-sector employers will have to become the educators of last resort"

Miss Mitchell became IPM's first woman executive director in February 1991. She succeeded Wilhelm Crous. She had three years' experience as IPM training manager and another six as training head of Standard Bank's black advancement and career development programme

At IPM's central office in Parktown, Johannesburg, she heads a staff of 35, charged with serving of IPM's 8 500 members. The members include human resource practitioners, 7 000 in all, 500 companies, and 1 000 subscribers to the IPM Journal

Miss Mitchell estimates that 50% to 60% of the human resources management belongs to the IPM

Helping her are various committees appointed by the IPM's 40-member council. They are elected for three years and cover three core

EVERY year the Institute of Personnel Management hosts a convention at Sun City to highlight issues vital to the profession of managing people in the workplace.

This year's convention, at which 1 100 delegates are expected and which begins on September 23, is no exception. But how does the IPM see itself positioned in this changing South Africa? How is the organisation gearing its structure and programmes to meet the challenges of the future?

ALISON GOLDBERG reports

areas industrial relations, human resource development and personnel services

Three other committees have risen to prominence in these areas: equal employment opportunity, employee assistance programmes and assessment centres

In addition, the institute has 22 branches, comprising members in the same geographical area who meet regularly to look at issues such as training and who arrange events

Miss Mitchell handles the question of what the IPM is doing for blacks with confidence. She says "More than 50% of IPM diploma students are black. We also have a major project to ensure a significant increase in the number of black human resource managers in the working environment as well as in positions of leadership in the institute"

The IPM has two black executive committee members — JB Magwaza, human resources director for Hulett Refineries in Durban and Martin Sebesho, managing director of Controlled Management Dynamics

"We are developing a

national human resources strategy in association with the ANC's Centre for Human Resource Development. Wilhelm Crous is co-ordinating the project."

Among her priorities in the next five years is an increasingly active role in lobbying the Government and other organisations involved in manpower issues

Miss Mitchell says "We are particularly keen to see more vocational and technical training at secondary school level and the establishment of a single education authority and system

"By virtue of our role in organisations and our knowledge of human resource needs, we are able to assist research into macro-manpower issues

## Poised

"Two cases in point are the Commonwealth Group on Skills for Post-apartheid SA and the British Polytechnics' initiative for collaboration with SA to deal with education and training problems"

Miss Mitchell believes IPM's efficacy will continue to lie in its provision of



DANI MITCHELL Preparing for the new South Africa

networking opportunities for members of the profession, its training and development of human resource professionals and its information service

Miss Mitchell says of the new SA "Human resource practitioners are poised to play a leading role in this era of consultative and participatory management. These new values are bound to affect all levels of human resource management."

| <i>Adres van eiendom</i>                    | <i>Ligging van eiendom</i>      |
|---|---------------------------------|
| Milnerlaan 6, Anzac, Brakpan                | Erf 208, Brakpan te Anzac       |
| Brodiganlaan 88, Dalview, Brakpan           | Erf 900, Brakpan te Dalview     |
| Germainslaan 35, Brakpan                    | Erf 1978, Brakpan               |
| Hamiltonlaan 163, Brakpan                   | Erf 2991, Brakpan               |
| Olga Mitchellstraat 5, Anzac, Brakpan       | Erf 73, Brakpan te Anzac        |
| Joneslaan 57, Brakpan                       | Erf 2515, Brakpan               |
| Van der Waltstraat 27, Dalview, Brakpan     | Erf 60, Brakpan te Dalview      |
| Gardinerlaan 47, Brakpan                    | Erf 700, Brakpan                |
| Kingswaylaan 60, Brakpan                    | Erf 1084, Brakpan               |
| Victorialaan 84 en 84A, Brakpan             | Erf 1188, Brakpan               |
| Germainslaan 130, Brakpan                   | Erf 1736, Brakpan               |
| Lappingweg 12, Brenthurst, Brakpan          | Erf 106, Brakpan te Brenthurst  |
| Gardinerlaan 53, Brakpan                    | Erf 694, Brakpan                |
| Hoewe 222, Witpoort, Brakpan                | Hoewe 222, Brakpan te Witpoort  |
| Muirlaan 35, Brakpan                        | Erf 2260, Brakpan               |
| Bothalaan 7, Brenthurst, Brakpan            | Erf 820, Brakpan te Brenthurst  |
| Pittstraat 7, Brenthurst, Brakpan           | Erf 635, Brakpan te Brenthurst  |
| Mitchell Crescent 30, Brenthurst, Brakpan   | Erf 585, Brakpan te Brenthurst  |
| Boundaryweg 60A en 60B, Brenthurst, Brakpan | Erf 2606, Brakpan te Brenthurst |
| Wendenlaan 167, Brakpan                     | Erf 2909, Brakpan               |
| Stoffberglaan 14, Brakpan                   | Erf 2283, Brakpan               |
| Derbylaan 74, Brakpan                       | Erf 2035, Brakpan               |
| Northdenelaan 125, Brakpan                  | Erf 1747, Brakpan               |
| Germainslaan 18, Brakpan                    | Erf 1848, Brakpan               |
| Gerrit Maritzlaan 104, Dalview, Brakpan     | Erf 664, Brakpan te Dalview     |
| Muirlaan 107, Brakpan                       | Erf 3046, Brakpan               |
| Muirlaan 51, Brakpan                        | Erf 2244, Brakpan               |
| Hastingslaan 23, Brakpan                    | Erf 845, Brakpan                |
| Hoylaan 118, Brakpan                        | Erf 3065, Brakpan               |

## DEPARTMENT OF CORRECTIONAL SERVICES

No. 2215 **179** ~~257~~ ~~358~~ 13 September 1991

### PUBLIC SERVICE BURSARY SCHEME 1992 DEPARTMENT OF CORRECTIONAL SERVICES

- 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 Com Information Systems
  - MA Clinical Psychology (All registration categories)
- General criteria and requirements**

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 trained and by the availability of funds and applicants compete for bursaries on merit
- Applicants must—**
  - intend to take up a career in the Department of Correctional Services,
  - be South African citizens,
  - be in possession of at least a Standard 10 Certificate with English and Afrikaans as subjects,
  - successfully complete the studies in which they are engaged by the end of 1991

## DEPARTEMENT VAN KORREKTIEWE DIENSTE

No. 2215 13 September 1991

### STAATSDIENSBEURSSKEMA 1992 DEPARTEMENT VAN KORREKTIEWE DIENSTE

- Die doel van die beursskema is om voltydse beurse aan applikante beskikbaar te stel ter verwydering van die volgende kwalifikasies
  - BA (MW)-graad
  - BSc Rekenaarwetenskap/B Com Inligtingstelsels
  - MA Kliniese Sielkunde (Alle registrasiekategorie)
- Algemene maatstawwe en vereistes:**
  - 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
- Applikante moet—**
  - voornemens wees om 'n loopbaan in die Departement van Korrektiewe Dienste te volg,
  - Suid-Afrikaanse burgers wees,
  - in besit wees van minstens 'n standaard 10-sertifikaat met Afrikaans en Engels as vakke,
  - die studies waarmee hul besig is aan die einde van 1991 met welslae voltooi

**3 The following categories of persons may apply for the bursary scheme:**

- Members of all population groups
- Students at universities who have already completed part of a course
- Persons who obtained the Standard 10 Certificate in 1991 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:**

- Applications 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 1991, 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", Room 841, Poyntons West Block, Church Street, Telephone (012) 207-0414

**6 Conditions:**

6.1 Successful applicants will 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 counter-performance after the successful completion of their studies for one year in respect of each year during which the bursary was utilized.

**7 General and closing date:**

7.1 BA (SW) degree  
BSc Computer Science/B Com Information Systems

- 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 R8 000 per year and include class, examination and registration fees
- Closing date 30 September 1991

**3 Die volgende kategorië persone kan vir die beurskema aansoek doen:**

- Lede van alle bevolkingsgroepe
- Studente aan universiteite wat reeds 'n gedeelte van 'n kursus voltooi het
- Persone wat in 1991 of vroeër die standerd 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 aansoekvorms 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 amptelike staat van simbole behaal in die standerd 10-eksamen indien die eksamen reeds afgelê is, of
- 'n gewaarmerkte afskrif van 'n amptelike staat van simbole behaal in die standerd 9-eksamen indien gedurende 1991 met standerd 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, Privaat Sak X136, Pretoria, 0001 "Vir aandag Personeelvoorregte", Kamer 841, Poyntons-Wes-blok, Kerkstraat, Telefoon (012) 207-0414

**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.

**7 Algemeen en sluitingsdatum:**

7.1 BA (MW)-graad  
BSc Rekenaarwetenskap/B Com Inligtingstelsels

- Beurshouer studeer voltyds sonder salaris en ontvang gedurende universiteitsvakansies wanneer diens verrig word, volle salaris
- Die beursgeld ten opsigte van die bovermeide studierigtings beloop tans R8 000 per jaar en sluit klas-, eksamen- en registrasiegelde in
- Sluitingsdatum 30 September 1991

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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 1991

7 2 MA Kliniese Sielkunde (Alle registrasiekategoriee)

- Beurshouers studeer voltyds met behoud van salaris en is self verantwoordelik vir hul studieuitgawes
- Sluitingsdatum 29 November 1991

No. 2230 13 September 1991

BIEN DONNE CLOSING DOWN OF THE PRISON

It has pleased the Minister of Justice and of Correctional Services to approve that the prison known as Bien Donne Prison, situated on Section S 26 of the farm Bien Donne of the Fruit and Fruit Technology Research Institute, district of Paarl, be closed down with effect from 1 April 1992.

No. 2230 13 September 1991

BIEN DONNE SLUITING VAN DIE GEVANGENIS

Dit het die Minister van Justisie en van Korrektiewe Dienste behaag om goedkeuring daaraan te verleen dat die gevangenis bekend as die Bien Donnegangenis, geleë op Gedeelte S 26 van die Navorsingsinstituut vir Vrugte en Vrugtetegnologie se plaas Bien Donne, distrik Paarl, met ingang van 1 April 1992 gesluit word

DEPARTMENT OF FINANCE

No. 2217 13 September 1991

SOUTH AFRICAN RESERVE BANK ACT, 1989

THE DIMENSIONS OF, DESIGNS FOR, AND COMPILATION OF THE R1-COIN

By virtue of the powers vested in me by section 19 (1) (a) of the South African Reserve Bank Act (Act No 90 of 1989), I hereby declare—

- (a) that the R1-coin as set out in section (a) of the Second Schedule to the said Act, and which is being manufactured, and which will be issued by virtue of section 16 (1) of the Said Act, shall be legal tender as from 1 September 1991,
- (b) that the designs of the said coin shall be the design as shown in Schedule A which is attached to this notice, and
- (c) that the specifications of the said coin are as follows

| Denomination | Diameter | Tolerance (positive and negative) on diameter |
|--------------|----------|---|
| R1-coin      | 20,00 mm | 0,08 mm                                       |

B. J. DU PLESSIS,  
Minister of Finance

DEPARTEMENT VAN FINANSIES

No. 2217 13 September 1991

SUID-AFRIKAANSE RESERWEBANKWET, 1989

GROOTTE, ONTWERP EN SAMESTELLING VAN DIE R1-MUNT

Kragtens die bevoegdheid my verleen by artikel 19 (1) (a) van Suid-Afrikaanse Reserwebankwet (Wet No 90 van 1989), verklaar ek hierby—

- (a) dat die R1-munt wat in deel (a) van die Tweede Bylae van bogenoemde Wet uiteengesit word en wat tans vervaardig word en uitgereik sal word kragtens artikel 16 (1) van genoemde Wet, vanaf 1 September 1991 'n wettige betaalmiddel is,
- (b) dat die ontwerp van die gemelde munt dié is soos uiteengesit in Bylae A tot hierdie kennisgewing, en
- (c) dat die deursnee van die gemelde munt soos volg is

| Denominasie | Deursnit | Toleransie (positief en negatief) op deursnit |
|-------------|----------|---|
| R1-munt     | 20,00 mm | 0,08 mm                                       |

B. J. DU PLESSIS,  
Minister van Finansies

SCHEDULE A • BYLAE A



## Focusing on careers

One answer to the lack of career-awareness among many black people is the annual Careers 2000 Exhibition, initiated by Apso and The Star, now also sponsored by the Jo'burg Chamber of Commerce and Industry.

"It's become the biggest and most successful exhibition of its type in the country," says Apso past president Syd Catton. "In April this year, more than 50 000 school-going Reef teenagers saw the exhibits of hundreds of prospective employers."

(179)  
"For next year, we envisage a nationally co-ordinated series of career exhibitions in conjunction with local chambers of commerce and the National Committee for the Co-ordination of Career Services."

□ APSO

# Getting back into the world skills arena

*Star 19/9/91 (179)*

Yet another sign of South Africa's changing times a 16-strong group of young South Africans and vocational instructors flew to Amsterdam in July to be present at the International Skills Olympics (ISO).

Although they could not participate in the events covering some two dozen skills — from those in the building trades to nursing, hairdressing and CAD — their visit was rewarded

South Africa was reinstated in the International Organisation for the Promotion of Vocational Training and International Youth Skills and will take part in the 1993

ISO in Taiwan

Also, the member body here, the Skills SA Foundation, has begun lobbying for the 2003 event to take place here

"Our four-year-old Foundation serves as a skills information centre — with its own considerable library and back-up from the CSIR where necessary — and competition convenor and adjudicator," says executive director Jack Mostert

"We now have 17 corporate sponsors, led by Eskom, the Building Industries Federation and AECI"

Skills sectors are supervised by 27 voluntary organisers

The Foundation is the brainchild of Frank Hayes of Anglo-Alpha and Hairdressing Council director Frank Grimble.

Current chairman is Electrical Workers' Association chairman Ben Nicholson and Apso past president Syd Catton serves on the executive committee

The foundation's own first National Skills Championships were held at Careers 2000 in April. Six gold medallists were in the team that went to Amsterdam

According to Mr Catton they found that in five or six skills, including welding, local standards were competitive.



# A giant LEAP for legal rights in rural areas

The Legal Education Action Project (LEAP) was established to train community-based legal advisers in the rural areas. Staff Reporter DAVID YUTAR tells how these advisers or para-legals are equipped to give basic legal advice and assistance as well as to educate communities on their legal rights.

OUT of the burnt-out remains of Crossroads in 1986, the beginnings of an ambitious and far-reaching legal rights and training programme were born.

The Legal Education Action Project (LEAP) was an initiative by the Institute of Criminology to rally to the assistance of victims of township factional violence.

UCT's Criminology Institute director, Mr Wilfried Schärf, describes LEAP as the "systematic spreading of a rights culture in rural areas which endeavours to compensate for the inadequacy of legal services in these areas".

Mr Schärf says the LEAP programme was designed to address the problem of the majority of black people being without legal resources because of lack of finance and societal prejudice.

"The reality is that if a black person has a problem which needs to be solved through recourse to the court system, most rural attorneys are not prepared to take on the matter," says Mr Schärf.

He points out that too often such attorneys are dependent on work from local companies and employers and are reluctant to jeopardise this dependable source of work by acting for parties traditionally outside of or in opposition to the establishment.

After the Crossroads violence of 1986, the institute began to recruit volunteers to take statements from refugees of Crossroads and KTC. The project continued to work for victims of repression during the successive states of emergency in the late '80s.

"Because the professional community had not responded in a proactive way, we worked with the Legal Resources Centre to distribute work to a dozen or more firms of attorneys, each of which would take on about 200 cases," explains Mr Schärf.

One result of this drive was the four-year court battle for KTC, which resulted in a recent payout for R1.5 million to township dwellers made

homeless by township violence.

Another was the formation of LEAP to try to come to the help of communities needing legal assistance and protection.

"The project started from being a 'legal ambulance' during the emergency phase (when para-legals would go out with cameras and word processors and teach the community what to look out for) to a far broader and more comprehensive watchdog service."

The result was an upsurge of cases in which abuses of power were brought to the notice of the courts and the public.

LEAP co-ordinator Beatty Hofmeyr says LEAP has now shifted its focus to the training of rural community advisers and para-legals.

"These para-legals try to educate their communities about their legal rights and give basic legal advice," she says.

"They also act as a link between rural areas and urban resources."

**NEWS IN BRIEF**

**Technical training call**

THE number of students at technical colleges should be increased tenfold, Toyota industrial relations director Theo van den Bergh said yesterday.

More than 50% of students were studying at universities, with the balance studying at technikons, technical colleges, and training colleges. He said this was in conflict with the country's needs.

16/10/25/19/1

(179)



# sappi limited

Reg No 05/08963/06

Interim results for the six months to 31 August 1991

## CONSOLIDATED INCOME STATEMENT

|   | Unaudited<br>six<br>months<br>to 31 8 91<br>Rm | Unaudited<br>six<br>months<br>to 31 8 90<br>Rm | %<br>change | Audited<br>12<br>months<br>to 28 2 91<br>Rm |
|---|--|--|-------------|---|
| <b>Turnover</b>   | <b>1 405,1</b>                                 | <b>1 295,0</b>                                 | <b>9</b>    | <b>2 669,0</b>                              |
| Operating income  | 187,9  | 240,8  | -22         | 482,3                                       |
| Non-trading income  | 1,1  | 16,8   |             | 31,3  |
| Dividends from associate companies                                | 0  | 0  |             | 5,3   |
|   | <b>189,0</b>                                   | <b>257,6</b>                                   | <b>-27</b>  | <b>518,9</b>                                |
| Net finance costs   | 114,7  | 75,0   | 53          | 171,2                                       |
| Income before taxation  | 74,3   | 182,6  | -59         | 347,7                                       |
| Taxation  | 0  | 0  |             | 2,1   |
| Income after taxation   | 74,3   | 182,6  |             | 345,6                                       |
| Income attributable to outside shareholders                       | 20,8   | 21,8   |             | 40,2  |
| Income from associate companies and non-consolidated subsidiaries | 48,9   | 7,9  |             | 69,3  |
| <b>Net income</b>   | <b>102,4</b>                                   | <b>168,7</b>                                   | <b>-39</b>  | <b>374,7</b>                                |
| Earnings per share (cents)  | 110  | 181  | -39         | 402   |
| Dividends per share (cents)                                       | 80   | 80   |             | 200   |
| Average number of shares in issue ('000)                          | 93 174   | 93 174   |             | 93 174                                      |

## COMMENTS

As indicated in the chairman's statement at the annual general meeting on 1 July 1991, the earnings for the half year to 31 August 1991 are well below the level achieved in the same period last year. The most important factors which continued adversely to influence the trading results in this period were -

- A continuing decline in US Dollar world market prices for forest products
  - The high levels of interest rates in South Africa
  - Weak domestic trading conditions
  - Design problems at the new White River plant of Novobord which have now been resolved
  - Below budgeted output at Ngodwana mill and difficulties in settling the alkaline paper making process at Enstra
- It is pleasing to report that last year's acquisitions of the five paper mills in the United Kingdom and of the Speciality Pulp Group in Hong Kong are operating successfully despite difficult economic circumstances

## RESULTS

Turnover for the period was R1 405,1 million, 9% above the turnover for the same period last year. This modest increase in nominal terms however masks a small decline in real growth resulting from the adverse factors mentioned.

Operating income was R187,9 million, a reduction of 22% compared with last year. In the light of prevailing economic circumstances and considering the experiences of other international companies, this was a pleasing result. High interest rates had a severe impact on the income for the half year, not only because of the need to finance the expanded base of the business including recent acquisitions, but also because the group continues to replace low fixed interest rate loans as they mature with loans bearing higher interest rates.

Net finance costs rose to R114,7 million compared to R75,0 million in 1990, after capitalising R44,2 million (1990 R59,3 million)

## ABRIDGED CONSOLIDATED BALANCE SHEET

|   | at 31 8 91<br>Rm | at 28 2 91<br>Rm |
|---|------------------|------------------|
| <b>Funds employed.</b>                            |                  |                  |
| Equity shareholders' funds                        | 3 144,3          | 3 116,5          |
| Outside shareholders' funds                       | 604,0            | 431,1            |
| Long term borrowings                              | 1 526,6          | 1 262,9          |
|   | <b>5 274,9</b>   | <b>4 810,5</b>   |
| <b>Employment of funds:</b>                       |                  |                  |
| Non-current assets                                | 4 890,8          | 4 838,7          |
| Current assets                                    | 982,9            | 872,9            |
| Total assets                                      | <b>5 873,7</b>   | <b>5 711,6</b>   |
| Current liabilities                               |                  |                  |
| Interest bearing liabilities                      | 10,5             | 335,8            |
| Other current liabilities                         | 588,3            | 565,3            |
|   | <b>5 274,9</b>   | <b>4 810,5</b>   |
| <b>Some statistics</b>                            |                  |                  |
| Debt/equity ratio                                 | 0,68             | 0,68             |
| Current ratio                                     | 1,64             | 0,97             |
| Ordinary shareholders' interest (cents per share) | 3 375            | 3 345            |
| Ordinary shares in issue ('000)                   | 93 174           | 93 174           |

**UK scholarships (179)**

Scholarships to graduate engineers in all fields to further their training with British firms in the UK, are being offered by the Confederation of British Industry. A statement by the British Consulate said that applicants should be under 35 years of age, and hold an engineering or equivalent degree with a year's engineering experience. Applications, to be completed before January 18, 1992, can only be made by permanent residents of South Africa.

16/6/92  
Stan 26/9/91

OUTWARD Bound — the international organisation which works towards realising people's potential and removing barriers between individuals — will officially launch its SA centre today

Outward Bound has had centres in Lesotho and Ciskei since the 1970s but has stayed out of SA proper because of the organisation's non-racial policy

Outward Bound's SA marketing spokesman Philip Kantor says the organisation has 46 training programmes worldwide and SA companies have made extensive use of its courses to improve communications between employees *8104 2719191*.

Companies which have used Outward Bound training programmes include First National Bank, Sasol, De Beers, Anglo American, Anglovaal, Rand Mines and Young & Rubicam

The aim of the organisation is to "foster personal growth and the fulfilment of one's potential in a challenging environment", Kantor says

Participants in Outward Bound courses are required to interact in unfamiliar and challenging social environments which present a range of tasks,

## 179 VERA VON LIERES

problems and obstacles

Tasks include expedition work or community service placement over several days and call for group organisation, teamwork as well as physical and intellectual effort.

"SA is faced with a rapidly changing environment. There is an immediate need for all its people and language groups to meet, communicate, and develop mutual respect," Kantor says

As a non-discriminatory, educational institution based in neutral and challenging surroundings, Outward Bound was well equipped to provide an ideal platform for self-development and social growth, he said.

Courses — which include full expeditions, sailing, sking or caving — were challenging and often involved difficult judgment decisions, sharing, and responsibility, Kantor said.

Today's launch is scheduled to take place at the First National Bank Training Centre in Sandown.

# New company will focus on training and education

ABOUT R163bn in credit was owed in SA at the end of 1990

This credit is the core asset of most organisations and probably the most difficult to control.

If poor control results in a large portion of this debt being written off, the country's standard of living and economic growth will drop and prices will escalate

Many organisations don't place sufficient emphasis on the importance of credit control.

## Specialise

With this in mind, Credit College, the first company in SA to specialise in credit education and training, has been established

Although the official launch of the company is scheduled for October 16, Credit College has been in operation since April this year and has already signed its first major contract

The company was formed by experienced credit specialists, all of whom have lectured for Credit Management Education Associates (CMEA), a subsidiary of the United Institute of Credit Management (UICM)

Philips group credit manager and past president of the UICM Pieter Buitendag was elected managing director by the shareholders

Additional directors include John Downie, credit manager for 3M, and

George Gericke, full-time credit training executive for Credit College

The company runs courses nationwide

Buitendag says "Our courses are structured in accordance with UICM requirements and Credit College diplomas are recognised nationally

"We offer day and evening courses as well as consultancy and in-house training customised for specific needs"

Credit College distinguishes between skills training and education.

Its daytime skills courses cover issues such as customer communication, collections and financial statements and focus on the practical use of theoretical knowledge.

The educational courses are run in three categories intermediate, advanced and higher

## Experience

"All Credit College lecturers are practising credit managers and lecturers with many years' experience," Gericke says.

"The content of our courses is designed to be dynamic, stimulating and demanding

"Students are guaranteed the ability to optimise their potential."

It is Credit College's objective to assist the employer in his responsibility of creating the environment, structure and systems to enable credit staff to function effectively

# Majority of course candidates are female

KEEPING the credit profession up-to-date with the latest education and training is a major focus for the United Institute of Credit Management (UICM)

Executive Information Services MD Ian Langworthy holds the education portfolio for the institute's Transvaal chapter while also being chairman of the northern Transvaal region. He says: "The institute offers formal education which allows recipients to get a credit management diploma, but we also offer face-to-face education through Damelin College. "This covers credit management 1, 2 and 3 on senior and junior levels

## Basic

"Trainees also do basic business law and economics and then qualify for formal diplomas

"However, if they don't wish to cover these subjects they will qualify for certificates, but not a diploma"

The subjects can be written by correspondence or at Damelin, Intec College or Rapid Results

"The institute also does one-day seminars covering subjects such as basic credit control and cash flow management and litigation, liquidations and sequestrations, among others."

Courses are popular among up-and-coming credit controllers

Langworthy says there is an upsurge in demand for training by black and Indian candidates and about 70% or more are females

## Well-qualified

"On achieving credit management 1, one is generally considered a well-qualified credit controller, normally with three to five years' experience

"Credit management 2 is done by people in middle management or supervisory positions, junior credit managers and people in similar positions

"Credit management 3 is suited to those moving into corporate level or top credit management positions

"The diplomas are highly valued on candidates' CVs, and this is especially true in today's competitive market"

# Training courses

TOYOTA has launched a free training programme in basic business skills for taxi owners

*30/9/91  
Sowetan*  
The programme has been specifically designed to meet the particular needs of the taxi owner and consists of eight modules covering basic business principles, planning, record keeping, financial control and budgeting, operational control, financial techniques and principles, financing and marketing and personnel.

The modules are presented individually over an eight-week period. This approach allows taxi owners to attend the course with minimal disruption to the running of their business. - *Sowetan Correspondent*



# Technical education 'vital'

Star 2/10/91  
By McKeed Kotlolo  
Pretoria Bureau

Apartheid has denied technical education to blacks while seducing them with an easy curriculum filled with religion and other largely unmarketable humanities, according to the chairman of Anglo American Corporation and De Beers, Julian Ogilvie Thompson

He was speaking at the official opening of the new R13 million technical college in Ateridgeville yesterday.

Mr Ogilvie Thompson emphasised the importance of technical education to the economic future of the new South Africa.

"When the day dawns that we possess an army of talented black technicians and engineers in this country, one of the fun-

damental impediments to assured prosperity will have been overcome."

He said that "as recently as 1972 not a single black person in this country was enrolled in a technical college or college of advanced education"

"Even today, in technical colleges there are four times as many whites as blacks, and at universities seven times as many studying engineering."

The college, which started this year with 375 students and falls under the Department of Education and Training, was financed by the Anglo American and De Beer Chairman's Fund.

Mr Ogilvie Thompson said his group and its affiliates had committed about R250 million over five years to private-sector education initiatives.

# Unskilled returnees seen as source of instability

Star 3/10/91  
By Helen Grange  
Pretoria Bureau

Unskilled returning exiles could become a major destabilising factor in South African society without proper education and training, Dr Frans Barker, acting chairman of the National Manpower Commission, warned yesterday

Dr Barker was addressing a national symposium titled "Manpower development in the new South Africa" held in Pretoria

The majority of exiles currently returning had very high expectations but very low skills levels, said Dr Barker

Skills shortages and a predicted massive oversupply of semi and unskilled labour became the focus of the symposium — and delegates have called on the Government to plough more funds into skills training

Dr Barker said the shortage of skilled labour would become

the greatest limiting factor in higher economic growth in the new South Africa.

Companies wishing to invest in a post-apartheid future should give the highest attention to teaching management skills and providing hands-on experience, he said

In the public sector the majority of positions, especially senior positions, were in white male hands

"This cannot continue, but if proper training and education is not provided, standards will drop — an outcome which nobody wants," he said

It was also well-known that SA's ratio of university to technician students was completely the wrong way round

However, despite the skilled labour shortages, employers using skilled migrants and not training local workers were doing a disservice to necessary economic empowerment, Dr Barker added

Department of Manpower director-general Joel Fourie told delegates that the perception that certain jobs should be regarded as inferior must be

removed, as there was already an oversupply of academically trained people in the labour market.

He said State tax concessions could possibly be made on condition, for instance, that training courses concerned were in the directions in which critical skills shortages existed.

Cosatu's Human Resources Committee co-ordinator Adrienne Bird told delegates that the State and employers would have to "relinquish unilateralism" in training and all other labour-related issues if they were genuinely committed to change

"It appears to Cosatu that while (the State and employers) are talking about the 'new South Africa', they are still holding on to key elements of the status quo," she said.

● Cosatu withdrew from the National Manpower Commission on Tuesday, calling instead for the creation of a national forum of employers, Government and trade unions to negotiate all macro-economic issues during the transitional period



**SEARCHING FOR OPPORTUNITIES:** SBDC regional general manager Wolfgang Thomas, left, with delegates at the Cape Town seminar this week

## Spotlight on jobs crisis

A co-ordinating committee is needed in the Western Cape to tackle the region's unemployment crisis.

This was the main thrust of a seminar held in Cape Town this week to focus attention on what was described as the "new realities" of the South African job market. *South (Business)* 3/101-810191

The seminar, part of the Small Business Week programme of the Small Business Development Corporation, was attended by educators, business representatives and officials of the Department of Manpower.

Delegates expressed concern about the duplication of career training in South Africa and spoke about the need to consolidate career projects.

Professor Wolfgang Thomas, SBDC regional general manager, said shocking unemployment levels could leave thousands of people with little choice but to look at self-employment.

"We have to put all our energies together. We have to sit down with the key players and look at how we can deal with this situation," said Thomas.

The SBDC believes the country's unemployment problems cannot be solved unless South Africa produces more entrepreneurs.

With job opportunities offered by the formal business sector for only 125 of every 1 000 school-leavers, 875 of them have no option but self-employment or the informal sector.

The seminar was aimed at promoting youth entrepreneurship and looked at what could be done by schools, career advisers, the business community and small business support groups to strengthen it.

# Students protest college closure

**W**hile the private sector is ready to sponsor technical education, the Department of Education and Training (DET) is reportedly phasing out technical education courses and facilities.

At least two technical education centres in Soweto, Molapo Technical College, which trained teachers for technical subjects, and George Tabor Technical School, are reported to be closing down. They will be handed over to the private sector and the Department of Manpower.

Plans to shut Molapo down were mooted two years ago. Due to opposition from students, lecturers and the community, the department has had to make an undertaking to transform the institution into a technical school.

In justifying the plans last year, the department said there was a surplus of technical education teachers produced and this resulted in many graduates not finding jobs.

Soweto Education Co-ordinating Committee (SECC) spokesperson David Maepa said the SECC felt the country needed more career-oriented learning than general education in order to reduce unemployment and boost economic and technological development.

Motivating the closure, the department said that Soweto graduates refused to be posted to rural areas, where they were most needed. This resulted in a serious shortage of teachers in the rural areas and an oversupply in the urban areas.

However, this argument has been refuted by the fact that there is a serious shortage of teachers in urban areas, includ-

ing Soweto. Teachers in Soweto say the reasons forwarded by the department were used only to camouflage the freezing of teaching posts.

The department has also been criticised for planning to hand over George Tabor to the department of manpower. The SECC said that the department of manpower would provide lower standards of training than a technical school would.

George Tabor has been functioning as a technical high school and offers pupils three-year training courses in carpentry, plumbing, electrical engineering and mechanics.

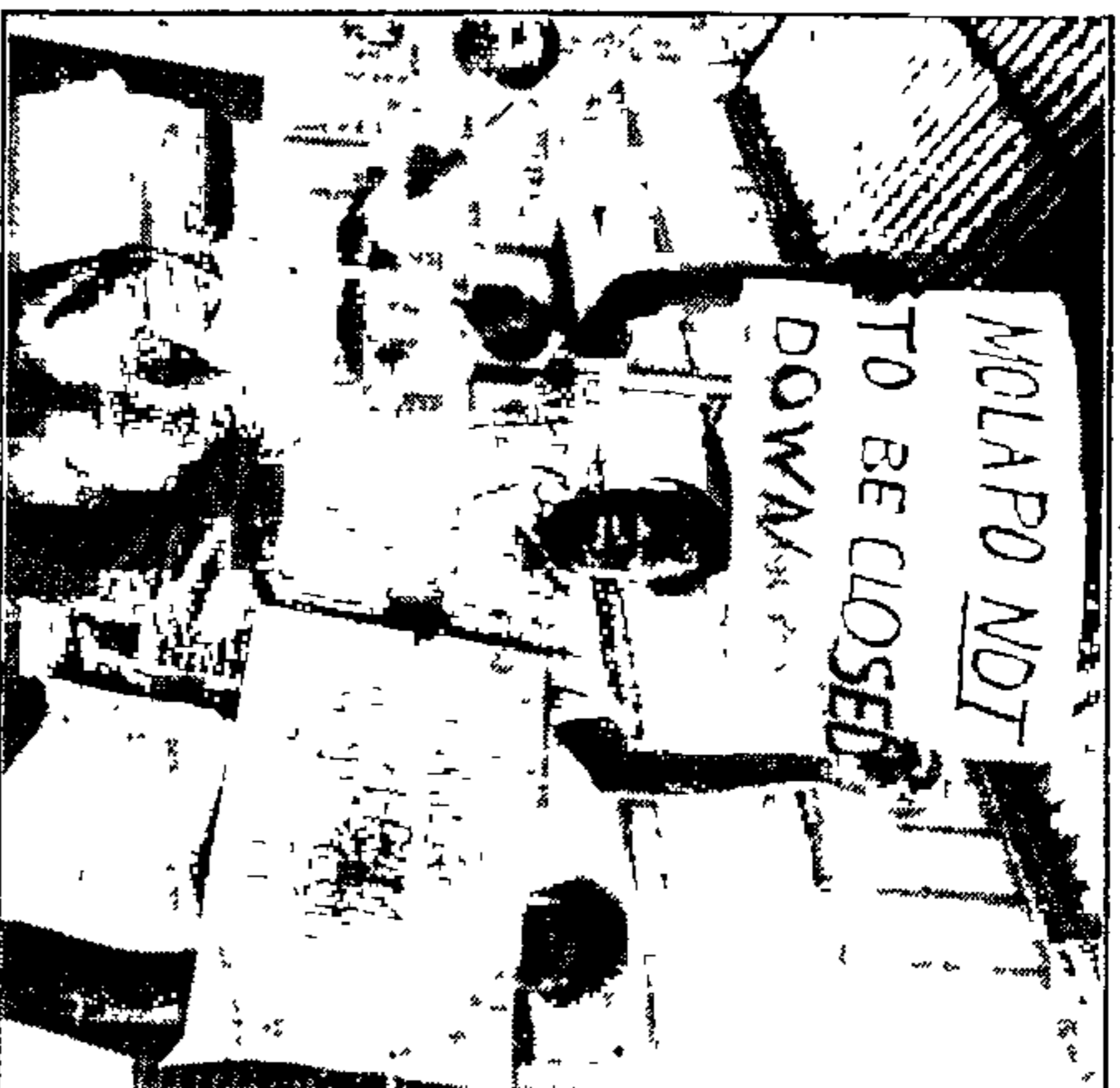
However, for the past two years the period of training has been reduced to three months. And according to sources, the department of manpower has been increasingly involved in student training.

It has also been reported that the school has not admitted any students for the last quarter of this year and rumour has it that it is about to be closed and handed over to the department of manpower.

Meanwhile, another technical college was opened in Ateridgeville this year, near Pretoria. The college started operating with an enrollment of 375 pupils.

According to an Anglo-American spokesperson, Glen Finnegan, the college will be upgraded to cater for 1 000 pupils annually.

The college offers courses in the mechanical, electrical, commercial and management fields.



Students at the Molapo College of Education in Soweto protest against its closure

4/10/91 - 10/10/91

# Distributors strike blow in dairy case

... B10ay 4/10/91.

MILK distributors sued by the Dairy Board in early 1988 for failing to pay milk levies won a psychological victory over the board last week when the Appellate Division in Bloemfontein declared two levies imposed in 1987 to be null and void.

Respondents in the Pretoria Supreme Court hearing were the Minister of Agriculture, the Dairy Board and the National Marketing Council

The board was ordered to pay all the costs of appeal court hearings to date

The levy system, which was introduced with the 1937 National Marketing Act, is used to finance administration and marketing costs.

Levies are also used to finance the board's stabilisation fund which pays for removal and export of market surpluses.

To assist farmers, who were dissatisfied with increasing levies, the board transferred the milk levy from the producers to distributors at the end of 1986, National Milk Distributors chairman Frik Grobler said

Grobler said distributors were told by the Dairy Board they would have to recover the levy from consumers and the 3,93c/l special levy was announced in the Government Gazette of February 13 1987

It was repromulgated in the April 10 Government Gazette.

The board announced at the same time,

PAUL ASH

however, that the 0,59c/l general levy would be passed on to the distributors.

In all, 27 distributors failed to pay the new levies and were sued by the board. No appeal was allowed and the distributors petitioned the Appellate Division.

The court last week found the initial special levy and the normal levy announced in the April 10 Gazette to be illegal for the periods during which they were in force.

"This is an important psychological victory for our side," Grobler said.

In the April 29 1988 Gazette, a new notice was published which corrected the earlier promulgations, he said

The levy now stands at 6,5c/l.

A spokesman for the Dairy Services Organisation (DSO), which is the board's appointed agent, said yesterday the DSO could not comment on the judgment.

The DSO said in a statement that the board was consulting lawyers to consider the implications of the judgment.

In a second court case, Cape-based Homestead Dairy has taken the authorities to court to contest special milk levies.

Homestead is alleging that the levy being imposed upon 580 buyers and distributors is being used by the Dairy Board in order to subsidise opposition co-ops and manufacturers.

## Many workers are illiterate — Sonn

179 GERALD REILLY

PRETORIA — At least 45% of SA's 11-million labour force was unable to read or write at a time when the country desperately needed educated workers, Peninsula Technikon rector Franklin Sonn said yesterday. B10ay 4/10/91

Speaking at a Manpower Development for a New SA conference, Sonn said 30% of workers had received no education, 36% had primary school education and only 31% had received secondary education

Only 3% had degrees or diplomas and between 45% and 50% could not read or write

Stressing the need for vocational education, Sonn said there were 267 000 students at SA's 21 universities and only 60 000 at the 11 technikons.

The reverse should be the case, he said

Vocational education had to become a dominant factor for the country's future

However he stressed "we must not turn out technical experts that are social and political morons"

Technical colleges, he said, were either hamstrung bureaucratically or ignored altogether they had an important role to play in the field of vocational education.

"They should be urgently released from the stranglehold the various own affairs departments are currently exercising"

# Putting emphasis on training

TRAINING courses to equip the budding entrepreneur with the necessary skills and know-how to enter the business world are on offer through special units and institutes attached to universities.

The Unit for Entrepreneurship and Small Business Management at the University of Stellenbosch has been supplying the small business sector with skills and advice since 1976.

The unit is closely linked to the University of Stellenbosch's Business School Unit spokesman Giel Naude said

the emphasis was very much on research and training. "We offer a variety of programmes starting with our management development programme. We also have a programme in enterprise management and a programme for the informal sector which we call the entrepreneurial skills development programme."

Mr Naude says that there has been an initial language problem on this programme, because Xhosa-speaking people who came to Cape Town from Transkei were not fluent in English.

"Now we put them through a business English programme developed especially for them."

The entrepreneurial skills development programme has been running for the past

four years. Last year there were 67 students. There were 120 students on the enterprise management programme (now in its sixth year) while the management development programme attracted 220 students.

There is also a programme for women entrepreneurs which drew 59 students last year. Other programmes offered by the unit include computer literacy, environmental scanning and export marketing opportunities.

For the management development and enterprise management programmes a matriculation certificate is normally required, but students with Sids 8 will be admitted to the courses if they have had some practical experience.

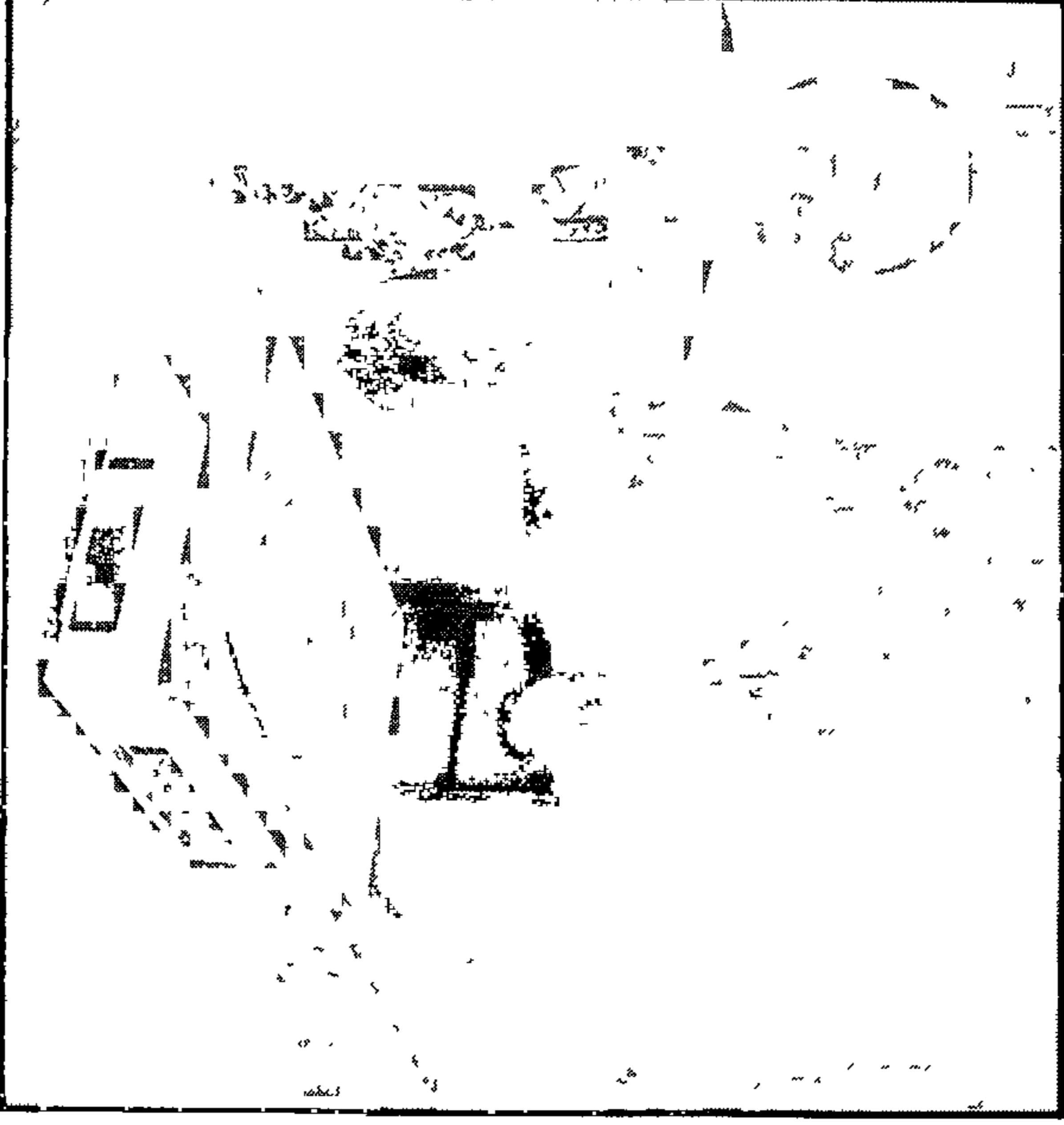
Says Mr Naude "We are busy with a research programme to give us an idea of our success rate. Every year we reach approximately 5 000 potential small businessmen, the majority of these being telephone inquiries and we have something like 3 000 students who have already made use of our facilities."

## Largest

The unit is also responsible for the editorial functions of the Southern African Journal of Entrepreneurship and Small Business — an academic journal in entrepreneurship and small business.

The Small Business Advisory Bureau at Potchefstroom University (established in 1970) is the oldest and largest small business institute in Southern Africa, operating as a non-profit service organisation for small businesses.

The bureau's public relations officer, Stoffel Oberholzer, said "We have a very



Former nurse Kedibole Mokgathe of Mabopane turned butcher. Miss Mokgathe started her northern Pretoria business with an initial R5 000 loan from Get Ahead and a year later successfully applied for a second loan of R27 000. She now runs a butchery chain.

close liaison with potential black businessmen.

The bureau ran a total of 288 courses from January to August this year, attended by 14 200 entrepreneurs.

The SBAB can claim to be the largest trainer of small business entrepreneurs in Southern Africa. Last year, 6 280 people attended the 266 SBAB management courses country wide.

Learning a skill that will ensure an income

ONE of the most successful dressmaking schools in Pretoria is Leseding, managed by Lilian Maluka of Mamelodi

Miss Maluka was given a loan of about R15 000 towards the final phase of the building two years ago, which she has long since repaid in full

The building has two sections, a training school and a production side, which is in effect a mini-factory making a wide variety of clothing and specialising in wedding garments

The knitting and sewing school attracts students from all over Southern Africa and up to 480 enrol each year. Lilian Maluka offers them diplomas in dressmaking and designing, tailoring and knitting. Machinist and instructors' diploma courses are also available

Expensive

Miss Maluka said, "We applied to many of the well-known institutions for finance but they all turned us down 'with regret'. Get Ahead not only gave us the money, but they gave us lectures in business and advertising techniques. At first we were not keen on advertising because it was so expensive but Get Ahead insisted I am glad that they did because we are now laughing all the way to the bank"

Miss Maluka, who is now managing director, attributes the success of the Leseding Dressmaking School to hard work and a readiness to accept a challenge

Fees range from R800 for a year-long knitting course to R1 200 for a year's course in dressmaking and designing. The school provides the knitting and sewing equipment and students provide their own materials. They have the option of keeping or selling the garments they make



WHAT CAN BE DONE Lilian Maluka (left) gives advice to some of her students

SOME economic forecasters have suggested that blacks could hold 80 percent of the disposable income in South Africa by the end of this decade. This policy of black "economic empowerment" is moving hand-in-hand with political emancipation

But there are still a number of barriers in the way of would-be black businessmen, says Joas Mogale, secretary-general of the Foundation for African Business and Consumer Services (Fabcos)

"The scrapping of racial laws does not have a magic effect in practical terms. The need is to change ingrained attitudes now that the legislation has gone," Mr Mogale told Business Times

"We have got to integrate the economy in South Africa to a very significant degree. This involves drawing the maximum number of blacks into the mainstream of that economy. There has to be a deliberate action on the part of the corporate world and the public sector to do so, because small business has a significant role to play in

Drawing blacks into mainstream of SA economy is top priority

wealth and job creation

"Universally, it is the small and medium-size businesses that produce the maximum number of job opportunities in any economy so that we have to pay more attention to the cultivation and development of that sector in South Africa"

A second key constraint on the growth of black entrepreneurship, says Mr Mogale, is a lack of skills

assist black business with finance, with perhaps the private and public sector contributing towards a central fund that will subsidise small business activities, black businesses are always going to be facing the problem of procuring finance"

Mr Mogale is an executive on the board of directors of the SBDC and a member of its Small Business Week

National Committee. He also holds a series of company directorships

He notes "This year in particular Small Business Week has gone a long way towards making the public aware of the contribution that small business can make in terms of jobs and wealth creation in our black communities

"We can build on that awareness once the public understands the impact that small business can make"

An avowed "free marketer", Mr Mogale insists "We want to see an integrated economy in South Africa, where we can plug into the skills and the capital of the formal sector and benefit accordingly

"But unless both the private and public sector do everything in their power to ensure that blacks actually participate in the free market system, blacks are going to ultimately reject it for the simple reason that they have seen it operate to the benefit of others, while they have been deliberately excluded from its benefits up to now"

## CAREER

# Automotive machinist

Star 10/10/91

179

The automotive machinist's duties involve lathe and mill work

He must be capable of turning and fitting the different car parts and assembling the substructures of the engine before the engine parts can be balanced.

Often, a whole engine must be dismantled in order to repair or replace one small, defective part. Therefore, mechanical skill and knowledge are called for

The automotive machinist works in well-equipped workshops, using tools such as drilling machines and grinders

### Grease

The work involves constant contact with oil and grease, so if you suffer from allergies, think twice before taking on this job

Automotive machinists are also employed in the manufacturing section, where they are mainly involved in assembling vehicle engines.

**Personal checklist**  
As the work is physi-

The motor industry, because of its huge infrastructure, provides employment for many thousands of workers. Today we focus on a career as an automotive machinist.

callously demanding, you must have a certificate of physical fitness

Mechanical aptitude and a certain amount of mathematical ability are important, since a great deal of work is based on mathematical calculations

**Entry requirements**  
Applicants should be at least 16 years old and the minimum educational qualification is a Std 8 or equivalent certificate, except in cases where exemption is granted.

Employers may ask for higher educational qualifications, such as Std 9 or even a Senior Certificate

Applicants need to pass Afrikaans, English, arithmetic or general mathematics and at least one other subject

### Training

Apprentices in this trade have to serve a four-year period of apprenticeship with an employer in the motor industry, after which

they can qualify and register as artisans

During apprenticeship, all aspects of the trade are learnt through practical experience under the supervision of skilled artisans.

In addition, the apprentice must attend courses at the technical college in Springs or the Chamdor Training Centre in Krugersdorp and must pass the examinations for the National Technical Certificate Parts 1 and 2 (This certificate can also be studied for through correspondence at Technisa in Johannesburg)

Through further study, an artisan can qualify as a technician.

Towards the end of apprenticeship, trainees take a compulsory trade test which must be passed, otherwise the apprentice gains artisan status on the basis of his practical apprenticeship, but

does not receive a trade diploma.

The period of apprenticeship can be shortened by passing a voluntary trade test earlier in the training

### Prospects

There is a constant demand for automotive machinists, and this demand must grow as more cars and other vehicles come on to the roads of South Africa

### Capital

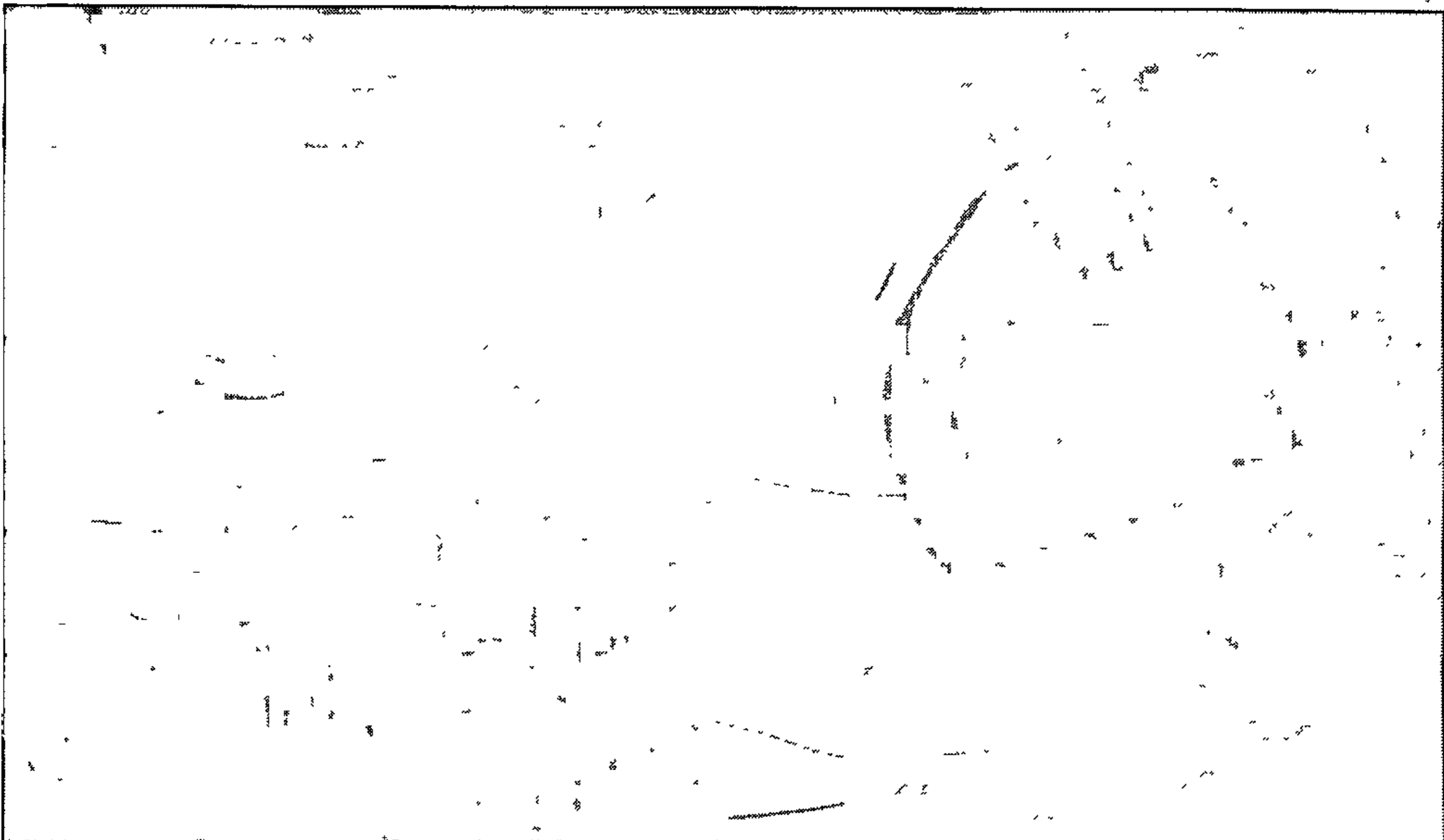
Machinists are employed in vehicle assembly factories, the motor engineering industry, garages, workshops and in the motor manufacturing industry

The highly skilled artisan with sufficient capital backing could also start up his own business.

For further information, write to The Motor Industries Federation National Office, Box 2940, Randburg 2121.

*Next. Automotive sheetmetal worker, automotive electrician and automotive trimmer.*

*Revised from The A to Z of Careers, Don Nelson Publishers.*



Renovation

here a machinist skims a brake disc to get rid of scoring



# Cosatu to spell out demands

## on restructuring of training

**T**HE Congress of South African Trade Unions is to spell out demands for a major restructuring of industry training today at a special meeting of the National Training Board

The NTB's response could have a crucial bearing on whether Cosatu remains a member of the board, which it joined in August.

Now that the federation has pulled out of the National Manpower Commission (NMC), and has rejected invitations to join both the State President's Economic Advisory Council and the Unemployment Insurance Board, the NTB is the only state-linked institution in which it still participates

Cosatu's approach to engagement with the state has become more nar-

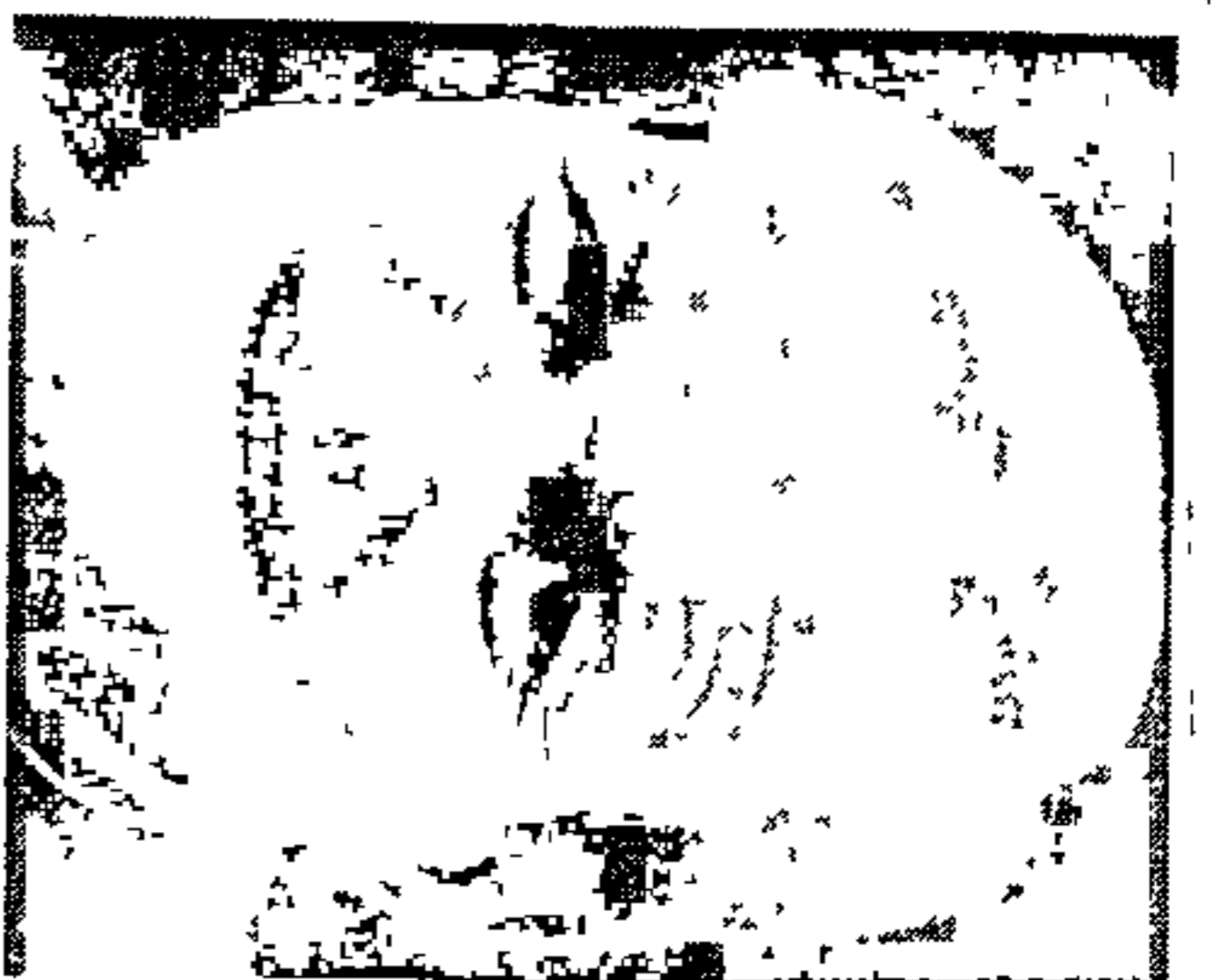
Vital talks with the National Training Board have a bearing on Cosatu's participation in state bodies. **DREW FOREST** reports

rowly strategic it is increasingly tying participation to the creation of effective forums which yield tangible results. It sees recent state initiatives on industry training, which have not been negotiated with labour as a case of unilateral restructuring of the economy.

Today's meeting follows talks between Cosatu and Manpower Minister Eli Louw, at which the federation tabled its industry training platform. Louw said he could not act until the demands had been weighed by the NTB. Adrienne Bird, co-ordinator of Cosa-

tu's human resources committee and the federation's NTB delegate, said demands for industry boards included:

- Unions must be informed of the intention to set up training boards, which must be negotiated with employers. Cosatu is particularly irked by the creation of a road transport training board this year without consulting labour.
- Equal employer/union representation.
- The tying of union representation to membership size in the relevant industry.
- No "single category" boards, such as those for artisan training in certain industries
- No boards for sections of industries or single concerns, with the exception of Eskom and Transnet.



**Manpower Minister Eli Louw ... held talks with Cosatu on training**

Cosatu joined the NTB expressly to restructure it as a negotiating forum representing major interest groups, much as it seeks to revamp the NMC. It also set out to influence the establishment and operation of industry boards. Bird said Cosatu would remain a party to the NTB "because our objectives have not been properly explored".

# Cut car prices and educate

*S/Times (BWS)*  
NEARLY R10-billion could be released for training and education in the next five years if the average price of company-owned cars can be cut by R10 000, according to John Newbury, MD of Nissan SA

Speaking at the launch of the new Nissan luxury vehicle, Mr Newbury says that traditionally, about 70% of passenger cars are sold to companies each year, representing about 250 000 in 1991

If the price could be reduced by R10 000 on each unit, R2,5-billion could be released for investment in productive assets or for training and education

This, he says, is vital for the future of the country and the economy, which has seen the population grow from 22-million in 1970 to 37-million last year. Of these, 37% are under the age of 15, 65% are urbanised and 41% are unemployed. In 1960, it was possible to find jobs for

*13/10/91* By DON ROBERTSON

736 out of each 1 000 school leavers, but today only 125 can be offered jobs, he says "This is a real nightmare"

To overcome this, the motor industry, the second largest employer in SA, must be encouraged to expand, improve productivity and enter global markets. It must also overcome unrealistic labour demands and absenteeism

Painting a gloomy picture about the economy, Mr Newbury says that he is concerned about the state of industry, labour disruption, political instability and the controversial Phase Six local content programme

The major problem facing SA is political instability

The recent comments of ANC secretary-general Cyril Ramaphosa can only

drive down investment in SA and severely damage the country's credibility internationally

Referring to Phase Six, Mr Newbury says that all manufacturers accepted the Board of Trade and Industry's concept that it should reduce foreign exchange expenditure, develop exports and produce affordable vehicles

But under pressure from German manufacturers, the BTI is moving away from this. Low-cost motoring does not only involve the price of the car but also low cost maintenance, running costs, finance charges and insurance

Mr Newbury questioned the concept of fringe benefits, in which a Fiat Uno, manufactured by Nissan, carries the same 1,2% tax as a BMW 850i

"Is this logical, can it continue? The Ministry of Finance must address this point"

## CAREER

# Good opportunities for motor mechanics and body builders

Star 15/10/91

1M9

The motor industry offers a wide variety of jobs Today we focus on careers as a motor mechanic and vehicle body builder.

The motor mechanic maintains and repairs various types of motor vehicles and often uses electronic diagnostic equipment to detect faults in engines, gearboxes, broken wheels, etc and to make adjustments to the engine

Sometimes he may have to replace an engine component, while at other times a minor adjustment may be sufficient

At most garages, panelbeating, welding and electrical repairs are done by artisans who specialise in these areas, but the mechanic may occasionally have to take care of these tasks himself

### Personal checklist

Mechanical aptitude, manual dexterity and physical strength are important requirements for this job

### Entry requirements

Although the minimum educational requirement is a Std 8 certificate, most employers prefer applicants with a Senior Certificate

### Training

The mechanic receives practical training under the guidance of experienced artisans and theoretical training

at a technical college

The theoretical courses offered by technical colleges cover the N1, N2 and N3 certificates

The training period is five years, but the apprentice may take a voluntary trade test at an earlier stage, provided his qualifications justify it In this way he can qualify after only 30 months

Technisa offers correspondence courses in motor mechanics theory and advanced mechanical subjects

### Prospects

Qualified motor mechanics are always in demand, even when the economy is sluggish when people tend to keep their vehicles longer

With ability and initiative, the experienced mechanic can progress to foreman, supervisor, workshop manager, service manager and eventually even general manager

The ambitious mechanic can improve his technical qualifications further, by studying for the National Diploma for Technicians (T1 to T3) at a technical college

### Vehicle body builder

The vehicle body builder designs and builds undercarriages for vehicles such as lorries and trucks, trailers, caravans, and buses

He usually works from plans, drawings and specifications given to him but occasionally he has to design these himself

He uses a large variety of equipment, tools and materials and a great deal of skill

### Personal checklist

You should be fit and reasonably strong, as you will be working with heavy machinery and materials and will be physically active all day

In addition, you should have a mechanical aptitude, manual dexterity, good eye/hand co-ordination and the ability to interpret plans and drawings

### Training

This trade can be followed in the motor or the metal industry as well as in the SA Transport Services, the apprenticeship period is between three and five years, depending on your place of employment

You are expected to attend a technical college and obtain the N2 certificate

Practical in-service training is given under the supervision of qualified tradesmen and a trade test is taken on completion of the period of apprenticeship

Technisa offers correspondence courses in vehicle body building theory and related subjects

### Prospects

Employment opportunities are good, as an increasing amount of vehicle body building is being undertaken in South Africa

With the necessary potential and initiative, your training will also equip you for supervisory and management positions

For further information write to

The Motor Industries Federation National office Box 2940, Randburg 2121

Next Spraypainter and fuel injection pump mechanic  
Revised from The A to Z of Careers, Don Nelson Publishers



Apart from the usual repairs to engines, gearboxes and the like, the motor mechanic must also be a jack of all trades He may be called on to do some panelbeating, auto-electrical repairs or even replace broken seats, and other items



# Giving students what they need

Bloubaai 15/10/91

THE Private Sector Education Council (Prisec), an independent body set up in April last year with Sacob as a founding member, has had great success in making inputs to government.

It has also been recognised as an authoritative spokesman on education, says Prisec secretary Gerrie Bezuidenhout.

Prisec represents various employer organisations which felt a need to present a united front to government in setting out what they require from the education system.

"It is a way of influencing government's education policy," says Bezuidenhout.

"Individual private sector bodies have for years been concerned with and frustrated by the inability of the education system to

produce sufficient pupils and students who have life and work skills that enable them to be employed or to create employment for themselves and others."

There is a shortage of skilled technological and technical and commercially orientated people and management staff, he says.

Prisec aims to work constructively, creatively, positively and pragmatically for an education system that is non-racial, non-sexist, unified and decentralised, that is legitimate, appropriate and affordable, that gives pupils and students life and work skills that enable them to be employed, and that gives the private sector as well as other interest groups and stakeholders the right to be consulted about the goals, content, processes and

structures of education.

"Our mission is to be actively involved in the ongoing development of a non-racial, relevant and legitimate national education system which will encourage optimum economic growth and equip each user to cope with the responsibilities of life in a democratic society," Bezuidenhout says.

Prisec member organisations include the Afrikaanse Handelsinstituut, the Building Industries Federation of SA, the Chamber of Mines, the Steel and Engineering Industries Federation of SA, and Sacob.

Each member organisation is represented on Prisec by two people and the chairman is currently Toyota SA personnel and

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industrial relations director Theo van den Bergh.

He is also active in the Afrikaanse Handelsinstituut and Sacob.

Prisec was the only non-government organisation to make representations to the Department of National Education regarding its education renewal strategy, Bezuidenhout says.

"The aim of the investigation is to change the education system to eliminate inefficiency and to more adequately address the needs of the country."

Currently, Prisec is looking at government's national training strategy and, after input from its members, will make a submission that will hopefully sway government to considering the needs of the private sector when formulating a new policy, he says.

# Demand for spray painters is growing all the time

Star 16/10/91

(199)



An inspector at a workshop in Brits checks the work of panelbeaters before sending the car down the line for spraying and any other necessary work.

When a vehicle's bodywork is damaged or is in need of a change of colour, the services of a spraypainter are needed. He is responsible for preparing surfaces for spraying, mixing the paint to the exact shade and ensuring a proper finish is achieved.

**Personal checklist**  
Good eyesight, a feeling for colour and the ability to work with great accuracy, are essential attributes.

**Entry requirements**  
The minimum requirement is Std 7 and an apprentice must be at least 16 years old.

**Training**  
An apprenticeship lasts three years, but artisan status can be obtained earlier by passing a voluntary trade test with the Department of Manpower at the Central Organisation of Trade Testing at Oltmansfontein.

Practical training is supervised by experienced artisans and all apprentices have to attend technical classes at

Employment opportunities in the motor industry are abundant in this, the final article in the motor industry series, we focus on a career as a spraypainter and a fuel injection pump mechanic

necessary backing, a spraypainter can also run a profitable business.

**Fuel injection pump mechanic**  
The fuel injection pump mechanic is expected to have a thorough knowledge of all types of fuel injection systems.

The dismantling and replacement of such systems and other related mechanical components are important.

**Personal checklist**  
Apart from being mechanically minded, prospective apprentices must have a flair for mathematics and electronics.

**Entry requirements and training**  
Although the minimum entrance requirements is offi-

the Northern Cape Technical College in Kimberley

The grade to which a student is admitted depends on the subjects and standard passed at school as each trainee is treated on merit.

Technusa offers a correspondence course in spray-painting theory

**Prospects**  
The increasing number of vehicles means that damage to bodywork is common. There is thus a big demand for the spraypainter's skills

Promotion opportunities are limited, although several years of experience and some administrative ability could equip you for the position of foreman in a large firm, or a managerial position.

With experience and the

cially Std 8, employers tend to employ apprentices with at least a Senior Certificate.

An apprentice may apply for a voluntary trade test after 24 months (the period of apprenticeship is three years)

All apprentices receive compulsory theoretical training at the Conway Burton-Durham Training Centre, which is part of the Johannesburg Technical College.

**Prospects**  
Due to the ever-increasing tendency by manufacturers to install fuel injection systems in vehicles, the demand for skilled artisans in this field is good, as are prospects for promotion to managerial level.

● For further information write to  
The Motor Industries Federation National office, Box 2940, Randburg 2121  
Revised from *The A to Z of Careers*, Don Nelson Publishers

## CAREER

# Demand for skilled papermakers

17/10/91  
179

The paper industry requires a large number of trained technical personnel. It is a dynamic industry, constantly progressing and expanding.

South Africa's first paper mill, built in 1920, had a production capacity of 1 000 tons per annum. Today, there are 19 mills in the country and the annual capacity is more than 1 800 000 tons.

South Africa, now self-sufficient in a number of grades of paper, has substantial exports of pulp and paper.

To cater for the industry's needs the Association of Pulp, Paper and Board Manufacturers

of South Africa developed a training scheme in conjunction with the Natal Technikon.

Paper technology is made from wood fibre, bagasse, straw, bamboo and trees. The process to convert original fibre into a sheet of paper involves chemistry, mathematics, thermodynamics, electricity and factory technology.

Paper technologists work in varied fields. The technologist needs scientific knowledge, versatility, the ability to reason analytically and an aptitude for mechanics.

Because of the variety of processes involved, the papermaker has a wide scope of job opportunities in the indus-

try and affiliated industries. A National Diploma in Pulp and Paper Technology is offered only by the Natal Technikon, through the Department of Mechanical Engineering Entrance requires a Senior Certificate or equal qualification, with passes (preferably higher grade) in maths and science.

The course lasts three years and students spend three semesters of about five months each attending classes at the technikon and three six-month stints at a mill, where they undergo practical training.

Subjects in the course include an introduction to pulp and paper technology, pulp and paper chemistry and

quality assurance.

Bursaries are offered to prospective students and are administered by the Association of Pulp, Paper and Board Manufacturers.

The industry is expanding and there is a demand for qualified technologists.

For information about the course contact the Head of the School of Mechanical Engineering, Natal Technikon, Box 953, Durban 4000 Tel (031) 22-4030.

More information about a career in paper technology, can be got from the Association of Pulp, Paper and Board Manufacturers at Box 10606, Marine Parade 4056 Tel (031) 32-8918.

The A to Z of Careers published by Don Nelson



Knowledge into practice: trainees test their newly acquired skills in the control room of the pulp and board mill.

# Plan for a future SA

Sowetan 14/10/91

1179

**HARARE** - There is an urgent need to train black South Africans for senior jobs in a post-apartheid government, a task force on human resources development has said in a report to Commonwealth leaders meeting in Harare.

The group of experts recommends that R25 million be set aside annually for at least three years for this purpose.

The restructuring of the civil service has been earmarked as the immediate task in the transition period to ensure that black South Africans be appointed to senior jobs at central and local government level.

The report says of 3 000 top positions, 600 should be filled by blacks as soon as possible.

The international community is also being asked to help and the report suggests a global donors' conference be convened.

The programme has been designed to contribute to the process of political change; to train blacks for positions which will be crucial to creating a new democratic political, economic and social order.

The programme has also been designed to advance education and training institutions committed to building a non-racial South Africa.

Support will be necessary for programmes to train blacks for jobs in public administration, community organisation, engineering, information technologies and management and staff posts in training institutions. - *Sapa*.

## Black judge wins the day

JUDGE Clarence Thomas will take his seat in the US Supreme Court in the face of unresolved allegations of sexual harassment and bitter emotions, but the black conservative jurist has made it.

"I'd like to thank America," he said after the Senate's 52-48 confirmation vote this week.

"We have to put these things behind us. We have to go forward."

The cost was nevertheless extraordinarily high for Thomas and the Senate after one of the judge's former assistants said he sexually harassed her in two government jobs a decade ago. - *Sapa-AP*.

See page 17

## A letter from those in jail

**HARARE** - A letter from prisoners in South African jails to Commonwealth leaders meeting here has asked delegates to approach President de Klerk to help secure their freedom.

The letter says prisoners hope De Klerk will be more prepared to listen to Commonwealth leaders than he has been to them. *Sowetan 14/10/91*

While the appeal was for freedom, it also contained a hard-hitting message.

It said: "There is no reason for us to be kept in prison and the longer we are here, the less reason we have to forgive and forget." - *Sowetan Africa News Service*.

# Mining industry heads for a critical gap in expertise

*B7D am 17/10/91. (179)*

MATTHEW CURTIN

THE growing shortfall of qualified and trained manpower together with the poor image of the mining industry is jeopardising the future of SA's mining industry, says SA Institute of Mining and Metallurgy (SAIMM) president Richard Beck

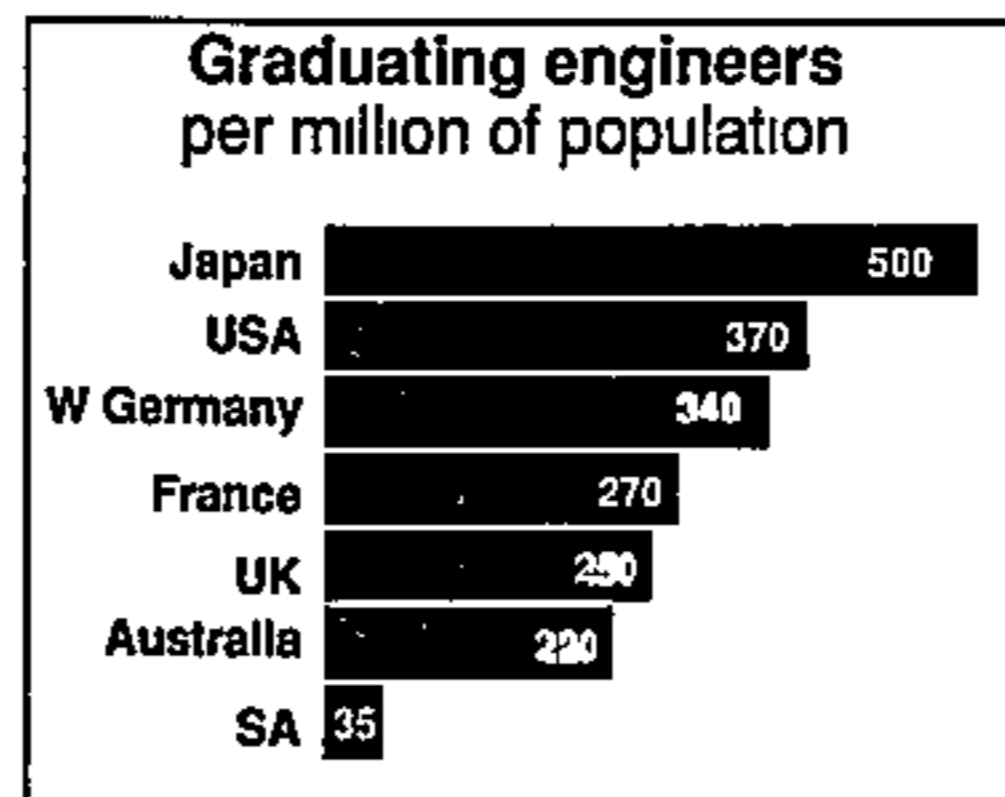
Writing in the September edition of the SAIMM Journal, Beck says that the mining engineer may become an endangered species, a development with grave implications for the health of the mining industry.

The industry contributed 12,5% of SA's GDP, against 7% in the US and less than 5% in Canada, Britain, former West Germany and France. In contrast, in 1990 SA produced 25 graduate engineers for every million people, while Japan produced 500, the US 370, West Germany 240, France 270 and Britain 250 (see graph)

Beck said the decline in the number of university courses for mining-related subjects in SA and overseas was alarming

The fall has been attributed to the dwindling numbers of high school students taking maths and science in SA and overseas, the indifferent quality of most science teaching at high schools, and the image of mining companies as fairweather employers who sack employees during times of low metal prices

In the US, low enrolments has caused seven out of 26 undergraduate programmes to be closed or curtailed. In England, three universities



Graphic: LEE EMERTON Source: MINORCO

have closed all their mining-related departments, with two more to follow. Beck says SA has always drawn engineers from overseas to supplement the number of SA graduates

In SA the lack of students taking science and engineering has reached crisis proportions, "largely due to the failure and inability of the country's divided education system to provide sufficient school-leavers with the necessary academic background and work skills to meet SA's man-power requirements"

Beck says that only 500 out of the 25 000 black students who gained university exemption in 1989 had taken maths as a subject

He says SA produces only between 20% and 50% of the number of graduate engineers produced in countries like Japan, France, the US and Australia

The number of mining and metallurgical engineering graduates from Wits and Pretoria universities has dropped by about 40% since an encouraging increase in the early '80s. "Education is a pipeline process,"

writes Beck

"If people do not take up mineral-related disciplines now, there will be a shortage in four years' time when, it is hoped, a boom will occur again"

He says the Chamber of Mines and the SAIMM are trying to address the problem through their Phoenix programme, which aims to improve schools' science curricula as well as science teaching at school and university science teaching

However, developing new mining technology requires more engineers, and "the mining industry is not well known for its support of university research"

Beck says parallel with concern at the fall in mining students is the perception that the industry has a "low-technology image"

He says advances elsewhere in engineering have outpaced those in mining technology, which, with the exceptions of long-wall and mechanised mining, are essentially the same as they have been for centuries

The adoption of new methods like backfilling and hydropower is slow and hampered by research cutbacks because of the worsening financial state of the mines

He says the popular image of mining as a despoiler of the environment with a poor safety record has persisted worldwide for hundreds of years

Encouragingly, a recent chamber survey found such a view was not entrenched, with a growing proportion of mineworkers and black, though not white, students rating mining as a rewarding career





**Andrew Swart of the Wits  
Counselling and Careers Unit  
speaking on New Nation  
Education Forum last week**

# SA wastes human resources

WITS University's senior counsellor at the Counselling and Career Unit, Andrew Swart, said South Africa had failed to use its human resources to its best advantage.

Swart was speaking on New Nation Education Forum which is broadcast by Radio Metro every Wednesday between 7.30 and 8pm. *New Nation (Learning Nation)*

He said career development was important because "a nation can only flourish if it uses its human resources and if people produce more than they need".

Swart took telephone calls from several listeners and advised them on how to prepare for and follow certain careers.

18/10 - 24/10/91

# Commonwealth seeks R290m to train blacks

S/Times 20/10/91 (179)

A DONOR conference to raise £60-million (R290-million) for training blacks in a changing South Africa will be convened early next year, the Commonwealth Expert Group, said group secretary Mohan Kaul.

This follows extensive investigations by the expert group into the future role of the Commonwealth in SA.

Recommendations contained in the report will form part of a South African package to be adopted by Commonwealth heads of government on retreat at Victoria Falls this weekend.

Details are likely to be released in their Harare Declaration today.

Other elements of the package include the lifting of sport, cultural, tourism and academic sanctions, the formation of a monitoring body, and a decision to send an Eminent Persons Group to South Africa.

The EPG, likely to be led by Commonwealth secretary-general Erneka An-

DAWN BARKHUIZEN  
Harare

yaoku, would examine violence and recommend Commonwealth strategy in the light of the changing situation, sources in the Commonwealth secretariat said.

The decision to dismantle "people-to-people" sanctions was announced by Indian Prime Minister Narasimha Rao on Friday.

## Satisfied

Phase two, the scrapping of trade, investment and economic sanctions, will come into effect when transitional arrangements are under way.

The ANC endorsed the lifting of people-to-people sanctions but had yet to be convinced that the process of change was irreversible, said ANC international affairs spokesman Thabo Mbeki.

Addressing a press conference in Harare this week, ANC leader Nelson Mandela said the ANC was satisfied the government

had complied with the provisions set down in stage one, including the release of most political prisoners, the return of exiles and dismantling apartheid legislation.

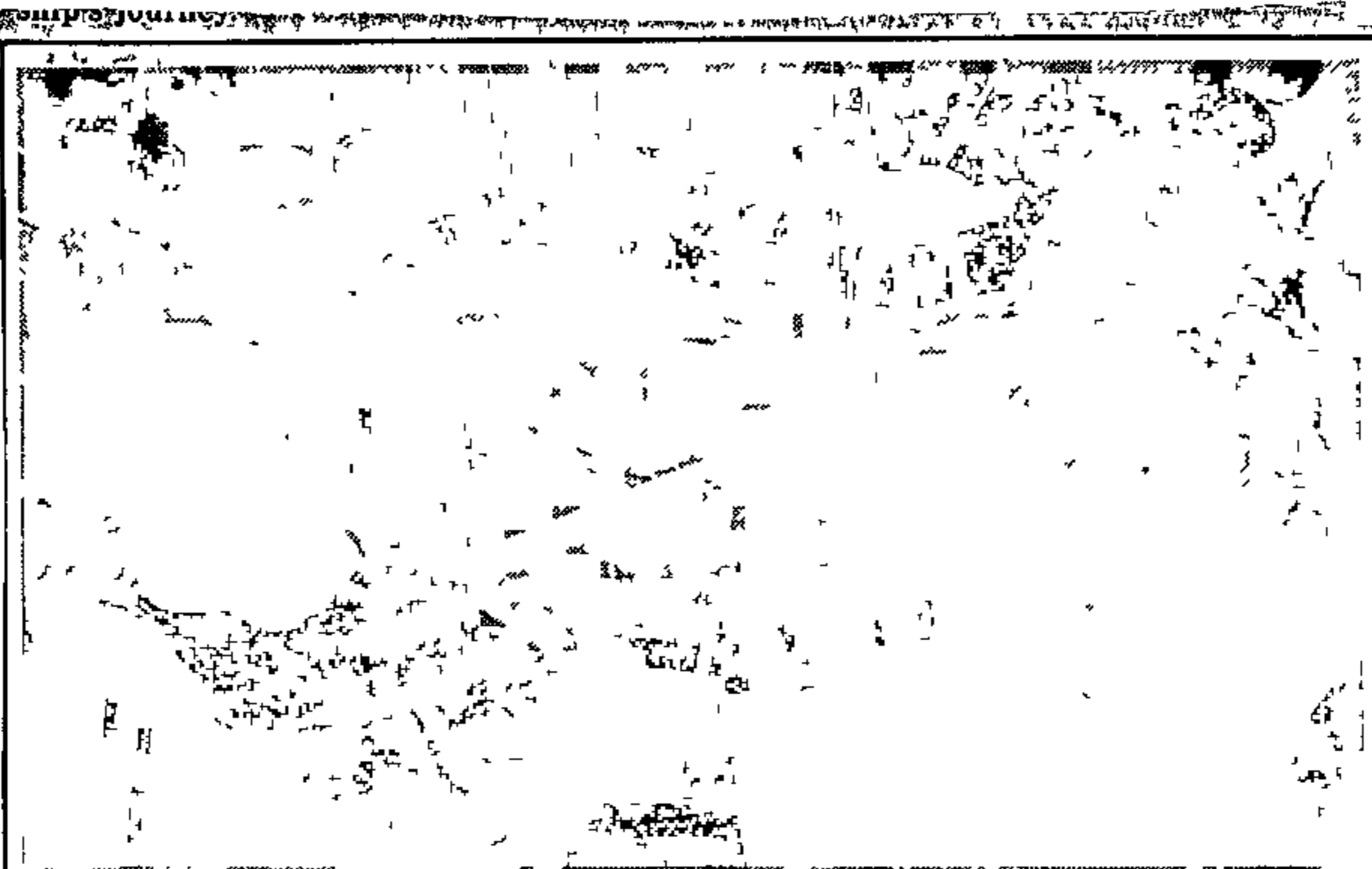
The expert group's human resources development programme proposes to train 18 000 black South Africans in the short term, equipping them to occupy strategic political, civil service and security force positions.

This was a key to ensuring smooth transition to democracy, the expert group concluded.

Of the £60-million, £5-million (R24-million) was guaranteed by the Commonwealth Enhanced Multilateral Programme over the next five years, but the main onus of providing funds will rest on the international community.

In the medium term, the expert group hopes to address the imbalance in the number of skilled whites compared with skilled blacks.

● See Page 6



**KNITTING NOVICES** . . . trainees at Nyanga's Zolani Centre learn to use a knitting machine during a training course which has helped boost the income of unemployed people in the townships Picture: AMBROSE PETERS

## Learning money-making skills

By KURT SWART

UNEMPLOYED township women are keeping their families clothed — and selling garments to improve their income — after gaining skills at training workshops run by the Triple Trust Organisation

The TTO, founded three years ago to stimulate self-employment in the informal sector, is a non-profit body providing skills training, mini loans, marketing support and ongoing monitoring of trainees. It works among the most destitute communities of the Cape Peninsula.

"Over 2 000 people have been trained by the TTO at 13 centres around the townships of Cape Town, including Noordhoek. We will soon start working in Hout Bay," said TTO spokesman Mrs Jill Ritchie.

She said the most obvious results when new entrepreneurs started producing goods and supporting their families were monetary gain and improvements to their standard of living, but equally vital were gains in self-esteem and self-worth.

S. Times 28/10/91  
"For many this represents their first experience of stability — opening previously unimagined opportunities of home-ownership, education for their children and much of what white South Africans take for granted," she said. (CM-BUS)

The TTO was formed from three separate trusts: The Neighbouring Training Trust (NTT), the Self Help Financing Trust (SHFT), and the Africa Trading Co-operative Trust (ATCT).

Through the NTT unemployed people are selected and trained — in their own language by members of their own communities — in an appropriate skill as well as in basic business administration.

Successful trainees are provided with mini loans through the SHFT to buy the equipment and material needed to get started in business. The loans are repayable over one or two years.

The ATCT undertakes the bulk buying of raw materials and marketing of the finished goods, which pass through stringent quality controls.

# A beacon of hope for the township

By Phil Molefe  
Education Reporter



Star 22/10/91

Atteridgeville's first technical college stands out as a beacon of hope to the township's army of marginalised youth in desperate need of technical skills to prepare them for the career market.

Built on a hill on the outskirts of one of Pretoria's oldest townships, the new R13 million college overlooks the humble community on one side and the skyscrapers of Jacaranda City, its affluent suburbia and a chain of industrial complexes on the other.

A bird's-eye view from the massive campus gives the student a picture of a promised land that can be found in the city's commercial world and the industry's labour and career market.

Basic technical training, which runs for three months, includes motor mechanics, light and heavy current, electronics, welding and panel beating. Commercial courses, with a basic training of six months, include a national certificate in commerce, and management and accounting.

Other subjects offered include communications, typing, office practice, economics, mercantile law and labour relations.

The deputy principal, Chris van Rensburg, says the college would provide important opportunities to those students who failed to make it through matric.

For most of the courses, the entrance requirement is a Std 8 certificate and students qualify for apprenticeship after three months.

The AAC and De Beers chairman's fund donated R15 million for the building and the equipment of the institution.

The college, which opened at the beginning of the year was officially opened on October 1

by the chairman of Anglo American Corporation, Julian Ogilvie Thompson.

In his address Mr Thompson emphasised that technical education held the key to the economic future of the new South Africa.

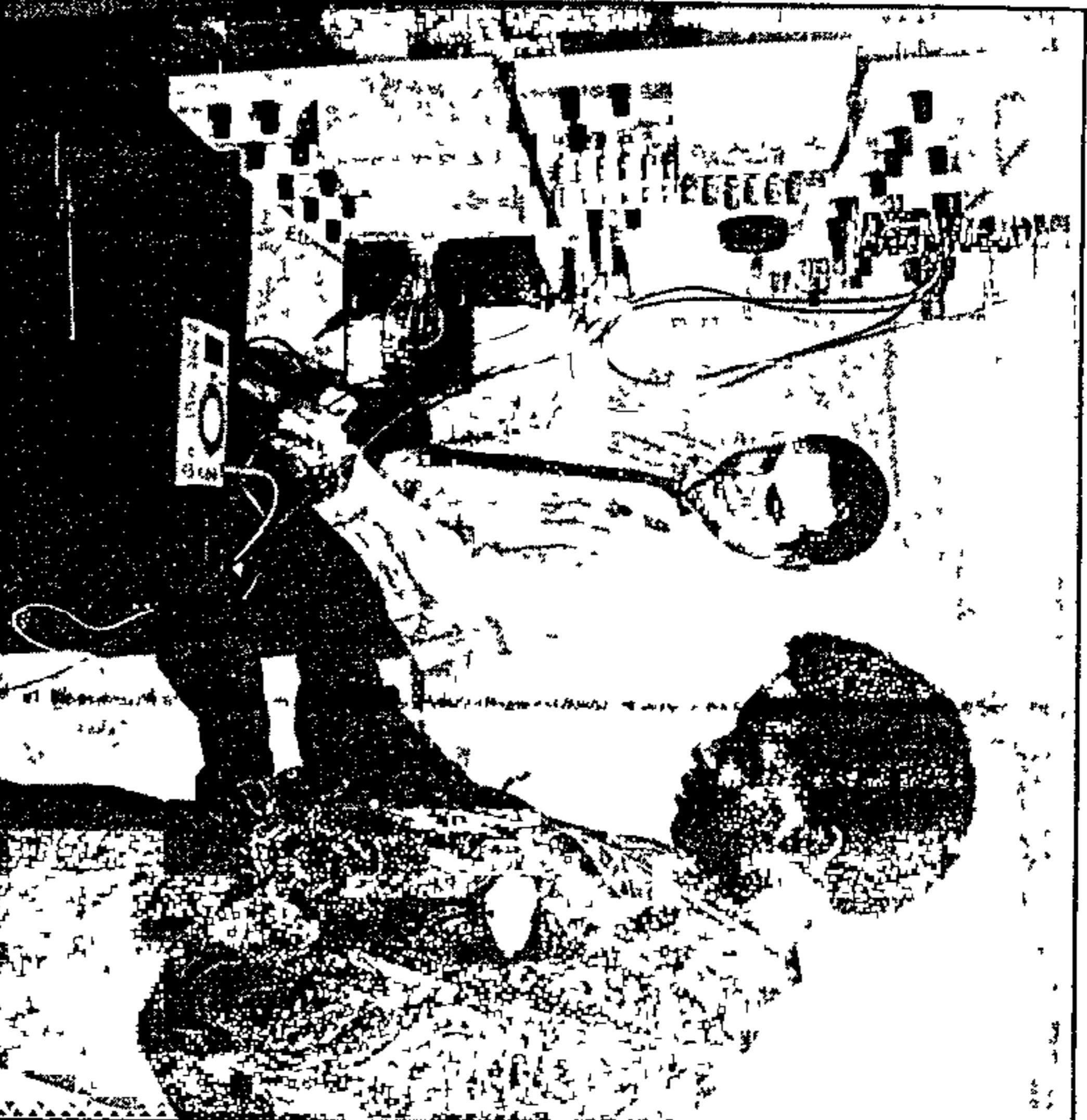
"When the day dawns that we possess an army of talented black technicians and engineers in this country, one of the fundamental impediments to assured prosperity will have been overcome," he said.

Enrolment at the college is 375, and it is anticipated that this will increase annually to a capacity of nearly 1 000.

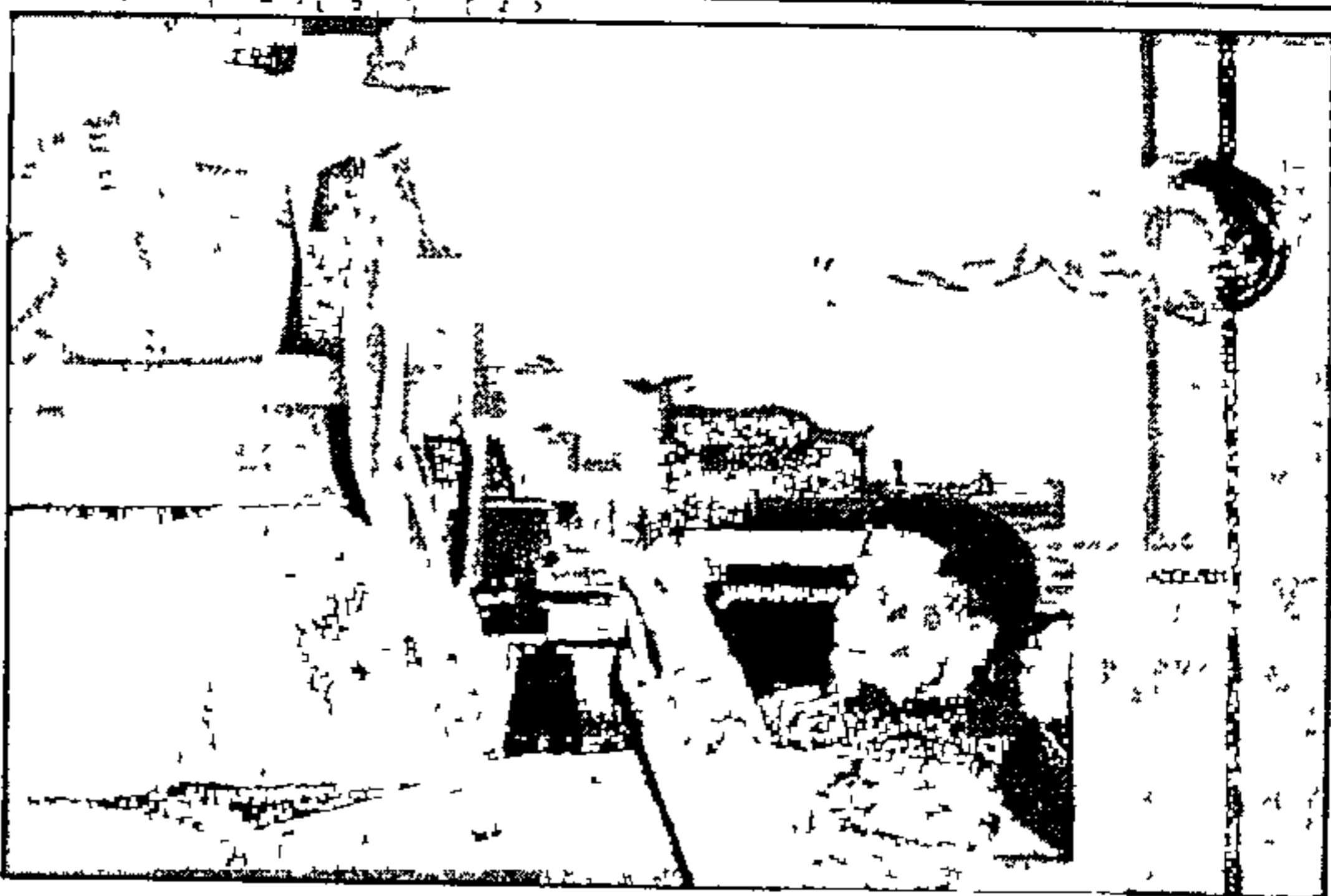
Most of the students are from Atteridgeville, with a smaller number from Mamelodi and Shongwe.

Mr van Rensburg says community use of the college's facilities is actively encouraged.

"The classrooms are utilised over weekends for extra lessons for both junior and senior pupils from local schools and a karate club is making full use of the college hall which has a fully equipped gymnasium," Mr van Rensburg said.



Tuning in . . . The college on the hill gives the students a bird's eye view of a promised land that can be found in Pretoria's commercial world and the industry's labour market



Training for the future . . . This student will be ready to earn a living in three months Pictures Herbert Mabuza

pharmacists  
cal side 47% are qualified  
pharmacists

## Professional Women

### ISM clings to its employer reputation

ON THE last day of February 1987, IBM, the internationally known computer company, officially withdrew from South Africa after 34 years of providing the information technology industry with hardware, software and services.

In its wake, Information Services Management (ISM) was born.

With its own identity and an enhanced array of new products and services, ISM continues to set high standards.

ISM clings to its reputation as being the employer of choice and invests heavily in its people.

In particular, it has introduced innovative employment packages for its women staff.

This has put ISM on the select list of companies which qualified for this year's 1991 Gold Award.

It was also a qualifier last year.

Trainer/employee development senior specialist Marlene Ward says three things set ISM apart from the crowd: the permanent part-time programme (PPT), training and maternity benefits.

"The PPT programme was designed for the women in the company, particularly mothers.

"ISM PPT employees are people employed by the company to work for

a period of not longer than 75% of the normal working hours.

"Employees have the choice of working 66% of normal working hours or 75%, while enjoying the same conditions of service and benefits offered full-time employees," she says.

PPT remuneration packages are evaluated in the same way as full-time positions.

The salary is then factored down on a strict pro-rata basis.

ISM offers two training courses for all female staff: the first, women in business, looks at internal and external images and communication skills.

"Emphasis is put on networking, power talking and assertiveness.

"The company nurses discuss stress and PMT while a senior manager discusses managing change."

The second course is designed as a forum for women and designed to help female staff work at obtaining and maintaining a balanced life combining leisure, work and family interests.

Earlier this year, ISM upgraded its maternity benefits.

Paid leave was extended from 12 to 26 weeks and the company increased the amount paid out.

2

## The route upward is open at Transmed

TRANSMED, the medical aid scheme and pharmacy business unit of Transnet, employs almost 600 people, of which more than half are women.

Of these, more than half are in senior or management positions, says executive manager Retha Ross.

"Transmed is committed to training and development of all races and sexes at all levels," she says.

Personnel are encouraged to further their studies and 36 employees are involved in part-time studies.

About 10% of pharmacists attend a course in small business management each year.

Women enjoy the same opportunities as their male counterparts in terms of development of,

for example, leadership skills, interpersonal skills, customer care, in-house and external courses.

Transmed's parent company, Transnet, is concerned with the well-being of all the women employed by it and women whose husbands are employed by the company.

### Improve

To this end, a community-orientated women's organisation — Femnet — was established in September last year.

Its objectives are to improve the quality of life of Transnet employees and their families and to become instrumental in promoting the well-being of the Transnet community as well as that of society at large.

13/10/77  
23/10/77

# 'Stokvel' plan to boost builders

Sowetan

24/10/91

1511  
149

**SIGNIFICANT** progress could be made in alleviating South Africa's dire housing shortage if a plan to empower black builders comes to fruition.

Devised by Johannes-

By **JOSHUA RABOROKO**

burg-based Promatra training Services, the plan involves a combination of Third World "stokvels" and First World trusts to financially enable thousands of black builders to

learn the finer points of the building trade.

According to Mr Tjaart van Staden, Promatra's managing director, the stokvel and trust concept will be merged to form a "trustvel" which will finance black builders.

"Many black builders have poor credibility and are denied access to funds because their management expertise does not match their building prowess," he said.

"We have developed a totally practical training course that enables black builders to earn a diploma after they have come to grips with the administrative side of contracting."

The course includes tendering, estimating, planning and executing contracts, marketing, finance, general administration, and manpower.

Van Staden envisaged that initial funding for the scheme would come from sponsors, including quasi-Government entities, members of the private sector and foreign sources wanting to assist in upgrading the country's housing situation.

"Sponsor bodies will

pay for the builder's training. The builder will pay back the sponsor, who will in turn pay into the trustvel, which will also receive some bridging capital," he said.

"Access to funds in the stokvel for building purposes will be strictly controlled as it is in the traditional stokvel system."

Promatra's training courses hinge on the competency-based modular methods which ensure that students only graduate once their practical understanding has been thoroughly evaluated.

Apart from enabling black builders to gain easier access to capital, the course is also designed to equip them with business discipline and controls.

"Our aim is to develop specific competencies and at the same time provide valuable collateral security," Van Staden said.

"We have already had many inquiries from black builders wanting to undergo our training courses," he added

# Lotus to invest R1-m in training

179  
Soweto  
31/10/91

LOTUS Development Corporation, the world's second largest computer software company, has officially launched itself in South Africa and will commit R1 million a year towards training and educating disadvantaged communities

At a function in Johannesburg, the company, which estimates its international turnover to be close to R3 billion this year, announced its two official distributors for the South African market - HNR Computers and Computer Horizons

Lotus' international development manager, Mr John O'Hara, said that the company's products had been unofficially sold on the "grey market" at inflated prices in the past

He said "One of the first challenges we face is to help companies understand our licence requirements and assist them to ensure they have legitimate copies of our products

"This is essential so that local users can benefit from the high level of service and support Lotus users enjoy elsewhere in the world"

He said the company wanted to play a positive role in the development of the "new South Africa" through funding training that would enhance computer literacy and create technical skills in the black community



New Nation (Learning Nations) 8/11-14/11/91 179

# Careers and the Working Class

This is the first article in a series that will help students and workers understand career choices and the relevance of different careers.

This series will give advice and guidance about careers and career choices. We will also show just what is required to get into particular careers, the social responsibility of various careers and encourage respect for all forms of work.

## Careers, skills and the new South Africa

While we are looking forward to the day when majority rule is achieved in South Africa, we must be aware that a truly democratic South Africa will need a greater level of knowledge and skills amongst all its people. We should also expect that many middle class whites are likely to run away from majority rule and will leave South Africa with a skills shortage. For these reasons we need to pay attention to the general upgrading of the skills level of all our people. Both school students and workers should therefore be looking to improve their knowledge of all aspects of production and all the skills required to run a modern economy and a truly democratic state.

Skills shortages have played a role in making it difficult to implement radical change and development programmes in other countries in Africa. For example, after independence in Mozambique there were no black pilots, engineers or computer programmers. There were also very few doctors and qualified teachers. Therefore, any scheme for upgrading health or education was severely limited.

In South Africa we need a broad range of skilled people, including technicians, schoolteachers, engineers, computer operators, nurses and doctors. But we must understand the social responsibility of these skilled people, or we could merely produce a new elite more interested in selling their skills to the highest bidder than in uplifting the standard of living of the people.

In our next article, we will look at some current debates in the labour movement on the relationship between the level of skills and economic development.

### What do we mean by careers?

Most of us think of a career as a special kind of job such as a doctor, lawyer, nurse or accountant. We wrongly call these kinds of jobs 'professions' and the work done by machinists, packers, domestics and miners merely 'jobs'. When at school, we all look to reach the level of one of these kinds of jobs. In fact, older people and teachers often ask us what we 'want to become one day'. By this we are encouraged to aspire to a profession, to have the kind of job where one wears a suit and carries a briefcase.

If we look around at our families and friends and at ourselves, we find that the majority of people are not in 'professions', but are workers.

One of the aims of the socialist movement throughout the world has been to break down this distinction between professional jobs and all other forms of work. Workers have struggled to get rid of the distinction between mental and manual work. They believe that all forms of labour are necessary to ensure the well-being of all people who make up society. For these reasons, this series will talk about careers as covering all categories of jobs including lawyers, carpenters, machinists and hawkers. But let us first look at why the distinction between mental and manual labour arose in society.

### The division of labour and classes

The world of work is characterised by the division of labour. As society became more and more complex, so different people came to perform different jobs. Probably the first example of people performing different jobs was within the family. Firstly, on the basis of age, children either did no work or began to do simple tasks to help their parents, or learnt the skills of their parents. Another important division of labour was that between men and women.

With the development of society, the division of labour also took on the lines of class differences. The first big development here was the separation between a class of religious leaders and chiefs, who did not work, and the rest of the clan who produced the subsistence needs of the clan. Already here we see the beginnings of the distinction between 'mental' and 'manual' labour. Under capitalism, this distinction has become so widespread that thousands of different jobs and job categories



The division of labour

have been created. The class nature of capitalist society ensures that the differences within the division of labour have largely ended up in this simple distinction: manual labour suggests working class, and mental labour suggests middle or upper class.

However, this distinction is not as simple today as there are a varying degree of skills required for different jobs performed by workers and some members of the middle class do hard manual labour. But the class nature of the mental-manual divide is quite clear. Today we can clearly 'see' the class of a person by the way they dress, because the way they dress indicates whether they use their 'brains' or their 'hands'. A person who wears a suit to work is clearly one who gives orders or hardly uses his hands, while a person in overalls tends to do more physical work. Sometimes these differences are referred to as blue-collar workers as opposed to white-collar workers.

When we speak of careers and choosing a career we need to be aware of how the world of work reflects the current divisions of class and gender in our society. In South Africa we know that these divisions have also been along racial lines, with whites doing skilled or supervisory work and blacks doing the more manual labour.

### Careers and school students

Because our society puts so much value becoming middle or upper class, students are urged to 'become something'. Students then want to become lawyers or doctors or pilots. Often we are completely unaware of what it takes to become a member of one of these 'professions' and whether we stand any chance at all. To be an optician

or a computer programmer can be exciting and rewarding and under capitalism, these jobs are extremely well paid. Any future South Africa will need thousands of people with these skills - there can be no doubt of that. But while our society encourages us to become one of these 'professional' people, it also limits our chances of becoming one of them.

At present, about 33% of the South African population is illiterate. The state spends far more money on the education of white children than it does on black children. Few black adults have a degree or apprenticeship. Few black people qualify as doctors because of the high cost of studying medicine.

Apartheid capitalism has made the quality of life for most blacks so bad that the struggle to survive makes it impossible for us to realise our dreams. Yet our parents make tremendous sacrifices to help us get education. The Cosas slogan 'each one, teach one' shows the determination to learn.

### Careers and the unions

In the unions, workers have begun to struggle around the grading of work and the need to upgrade skills. In a union such as the National Union of Metalworkers of South Africa (Numsa), workers have begun to challenge the bosses and the state around the way skills are recognised, racial discrimination around skills and control by the ruling class over Apprenticeship Training Boards and the Department of Manpower. Workers have been doing this not to cause divisions in their ranks, but to challenge the ruling class' control over how skills are defined and recognised.



# Re-training for former fighters

(179)  
ARG 9/11/91

Argus Africa News Service

WINDHOEK. — About 9 000 Namibians have been recruited into development brigades designed to teach employment and survival skills to former fighters in the liberation war.

Mr Hidipo Hamutenya, Minister of Information and chairman of the development brigade, was in Walvis Bay yesterday to take delivery of R500 000 worth of equipment donated by South Korea.

The 11 tractors and 11 power tillers will be used at development projects around the country where agricultural, water development and construction skills are being taught to former fighters of Plan, the Swapo army.

Mr Hamutenya told Namibian Radio most of the support for the development brigades came from

the Africa Fund of the Non-Aligned Movement from countries like South Korea, Indonesia and Malaysia. About 9 000 people had signed up for the brigades.

Unemployment in Namibia is estimated to be about 40 percent and one of the major crises facing the government was what to do about thousands of demobilised fighters who had returned to their new independent country to find few peacetime work prospects.

The brigades were designed to bridge this gap and teach the former fighters skills that would either make them employable or provide them with basic knowledge to put to their own use.

Mr Hamutenya said the government was campaigning for R20-million in extra-budgetary assistance for equipment for the brigades.

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Star 11/11/91

## US scholarship offer for aspirant hoteliers

A scholarship for South African students to study hotel management in the United States has been named after South African Chef Association chairman Billy Gallagher.

The scholarship, for a four-year course at Johnson and Wales University, was announced by university executive

vice-president John Bowen during the Chefs' Showcase, which ended at Sandton City yesterday.

Mr Gallagher has accepted an invitation to lecture during a visit to the university in April.

The scholarship was a tribute to Mr Gallagher's contribution to "the culinary arts and the role of

the chef, not only in South Africa but also internationally," Mr Bowen said.

The scholarship, worth \$4 000 (about R11 000), will enable a student to study hotel management or a related course.

Mr Gallagher is the food and beverage director of Southern Sun Holdings. — Staff Reporter.

# Opportunities For the go-ahead

There are three vital functions which have to be performed in any organisation management of information and systems (administration), financial record-keeping, analysis and planning (finance) and management of people (management)

The three areas often overlap

**Administration:**  
Administrator/office manager

The administrator (also called admin manager, systems-co-ordinator) is responsible for the smooth and efficient running of office systems which handle sales invoicing and accounting.

Her duties also include purchases, cash control, wages, stock control, departmental and cost accounting, statistics, typing and correspondence, filing and indexing, photocopying, duplication and communications

To do this she needs to have a thorough knowledge about the work of the organisation, liaising constantly with all departments

The administrator is also a manager of people and needs to develop skills in this

Organisations have a variety of jobs to offer. The A to Z of Careers by Don Nelson looks at the job descriptions pertaining to administration, finance and management.

**Organisational ability.** clear thinking, an ability to see the big picture and to sell ideas to both staff and management, are all important attributes Familiarity with computerised systems is an advantage

## Maths

Although some people work their way up into this position, generally one or other of the following are recommended B Com, B Acct, B Bus Sc, C A or CIS These qualifications generally require a matriculation exemption certificate with maths and/or bookkeeping/accountancy Employment opportunities are fairly good Chartered secretary and business administrator

The chartered secretary and business administrator holds a pivotal post in the modern company

His or her work involves the entire spectrum of business administration, with re-

sponsibilities that range from research and planning to finance, from sales to computerisation, from accounts to economics, to personnel

Business administrators can choose between working in a company or in private practice.

Closed corporation legislation has paved the way for chartered secretaries and business administrators to act as consultants to small or medium businesses in terms of planning, organising, controlling and submitting financial returns at the year end

It is the business administrator's responsibility to ensure that a company is legally constituted, economically viable and properly organised, so as to derive optimal productivity

Because the skills and talents of a business administrator are so broadly based, there are two routes to the top of the profession specialisation or general management In both cases, a high

level of competence is necessary in the following subjects accounting, administration, management information systems, planning and economics, taxation, company legal matters, finance and personnel management.

Despite the traditional overtones of the title, the business administrator's function is very modern and highly relevant in today's company. He or she needs excellent "people skills", a strong sense of discipline and the ability to adapt to change in the business environment

The prospective CIS (Chartered Institute of Secretaries) student must have either a Senior Certificate or matric exemption

## Dedication

The three-year CIS training course is demanding and requires a good deal of dedication It may be studied on a full-time, part-time or correspondence basis Full-time and part-time studies may be undertaken through various educational institutions, such as technikons and some correspondence colleges

B Comm students who



Organisational ability . . . lectures are an important part of any improvement programme.

choose the right combination of subjects may, on completion of their degrees, apply to write the graduate qualifying examination set by the Institute of Chartered Secretaries and Administrators (students who wish to do this should check in advance with the institute or their student counsellor regarding which courses to follow)

Once you have passed the final examination and after a certain number of years' experience, you may apply for registration as a member of the CIS, which will entitle

you to use the letters FCIS, ACIS or GRAD ICSA after your name The institute and its qualifications are recognised worldwide

Career prospects for the profession in South Africa are excellent The growth in exports, as well as the introduction of innovative financial services in banks and other financial institutions, and the increase in private sector business due to deregulation, are all contributing to the growing demand for people with the skills which this profession offers

Many chartered secretaries and business administrators hold senior positions and, moreover, their jobs tend to be recession-proof, since business requires sound administration whether the economy is booming or in recession

For further information write to the Student Services Manager, The South African Institute of Chartered Secretaries and Administrators, Box 331, Wits 2050  
Next public administration

# Giving the illiterate skills

By PHANGISILE  
MTSHALI

THE serene atmosphere at a game farm in Tarlton, outside Krugersdorp, is broken by the scrape of a shovel and the buzz of a power drill as scores of unemployed and unskilled young people chisel their way to a better life.

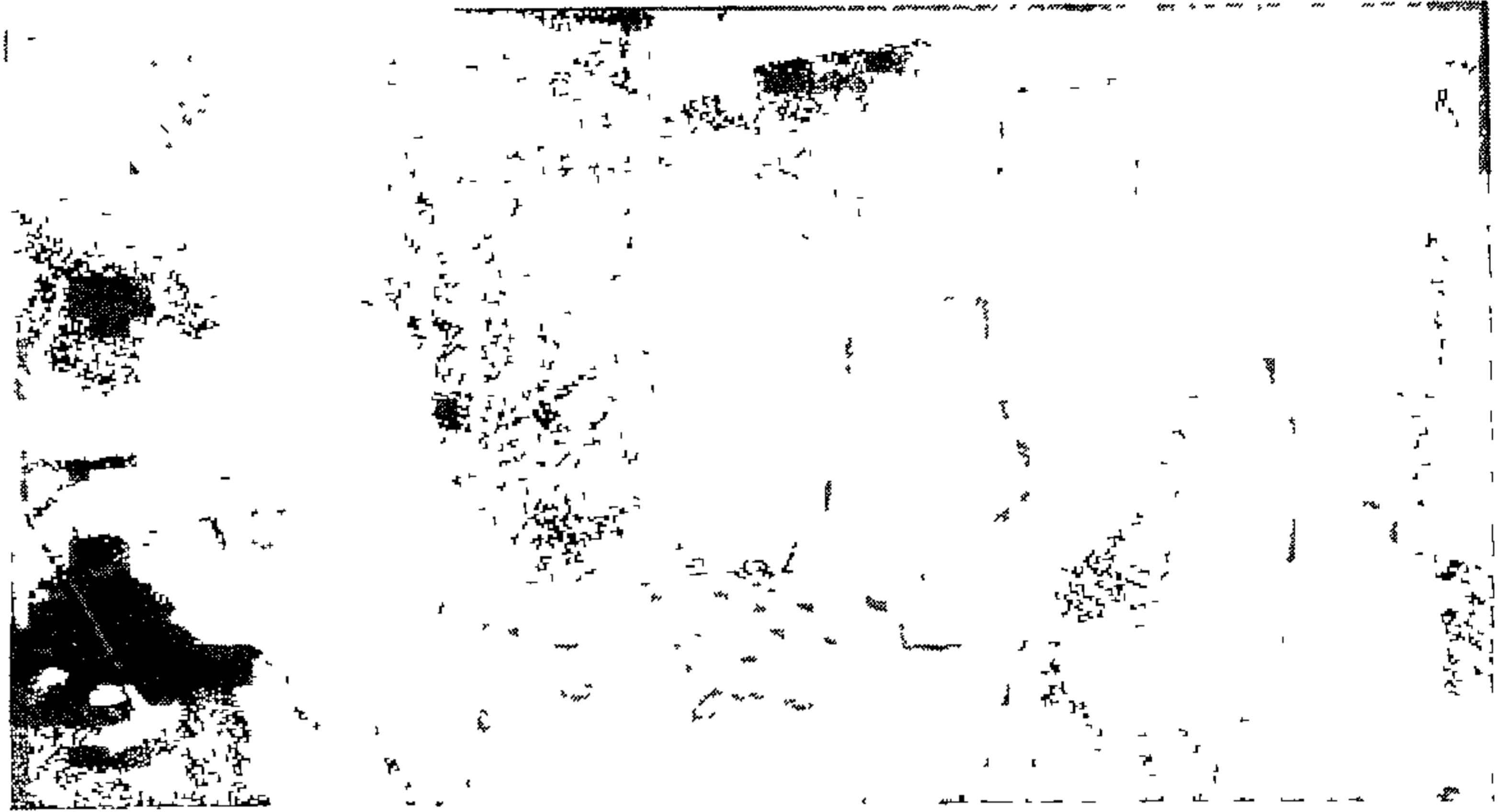
This is the Reef Training Centre, a multi-million-rand project on a 500ha farm, which seeks to solve

## The Reef Training Centre gives the unemployed and the unskilled a new meaning

South Africa's shortage of skilled labourers

Wild game, birds, green shrubs and trees on the farm add to an atmosphere already conducive to learning

The centre, started by the Phalaborwa Foundation, the social responsibility section of Phalaborwa Mining, opened its doors in June after a trial run of eight months



The autobody repairs workshop is a hive of activity as the unemployed learn new skills.

One of its current trainees is Mr Amos Mokwena (23) of Walkerville in the Vaal. He is illiterate and is one of the two breadwinners in a family of six.

He worked as a gardener until a month ago when his employer heard of the Reef Training Centre and encouraged Mokwena to attend, offering to pay for his training.

Phalaborwa Foundation managing director Mr Johan Swanepoel welcomed Mokwena who could neither read nor write English.

"We do not turn anyone away," said Swanepoel.

### Mathematics

"Although our scheme is competency-based - thus demanding trainees who could read, write and understand English and basic mathematics - we are willing to accommodate illiterate people who apply as long as they make us aware of their handicap."

Training officers at the Reef Centre, who are artisans, have a wealth of experience in their respective

fields.

"They also went through a professional training course to enable them to bring the best out of our trainees," said Swanepoel.

Training officers interact freely with trainees as they try to build personal relationships that will continue long after the training session.

### Translating

For the illiterate, more time is spent with training officers translating the theory book into their mother tongue and motivating them.

Twenty six-year-old Mr Thomas Rakomani of Soweto has only two months to go before completing his brick and blocklaying course.

### Officer

If it was not for his training officer, Mr Lionel Clarke, Rakomani would have dropped out a day after he enrolled.

"The day they gave me six books and said I had to learn whatever was inside, I



Electrical construction training officer Mr Derek Morris imparts practical perfection to his trainees. PICS. PAT SEBOKO

knew this was not a place for me and decided to drop out," said Rakomani.

"Books scared me away. The last time I sat behind the desk was in 1982, when I did my Standard 6. Fortunately for me, Lionel came to fetch me and pleaded with me just to give it a try and see how it went.

"If you were to try to get me away from this place, let me tell you, you will have a hard time dragging me away. I like it very much and I hope to set up a business when I graduate."

### Plumbing

Brick and blocklaying is just one of the skills offered at the centre. There is also painting and glazing, plastering, tiling and paving, carpentry, plumbing, autobody repairs and electrical construction.

"Most of our courses range from nine to 16 weeks, depending on how fast or slow can an individual trainee learn," said Swanepoel.

"We aim for 100 percent perfection, if you do

not know how to do it perfectly, you will not leave our premises with a certificate."

Unemployed and unsubsidised trainees pay R25 a week, while those who have sponsors pay R150.

### Hostel

The centre has a hostel for trainees who live too far away to commute every day and a subsidised bus service for people from Soweto.

"People from all walks of life and areas should be able to reach us," Swanepoel said.

"There is a desperate need for technical skills in this country. For many years technical training was neglected, especially in black communities. Here at the Reef Centre we try to remedy that by producing competent artisans."

Trainees also go on game drives during their lunch. The centre also offers game viewing for neighbouring schools once a week.

1991

Business Rep

# Urgent need for training

Business Staff

LABOUR, which should be one of SA's strong points, is proving to be our 'Achilles' heel — with a massive 47% unskilled, BER director Ockie Stuart said yesterday

Stuart, speaking at the BER conference, said studies showed that in 1991, only 3,2% of the population could be labelled as entrepreneurs, a mere 11,5% were highly skilled and about 38% semi-skilled

From this it was obvious that highly skilled workers were in a strong position to negotiate for high salaries — and “the apparent over-remuneration of executives, relative to productivity, filters through to the lower skilled workers.”

This had led to the extremely low labour productivity between 1970 and 1990

“The best that can be done would be to educate and train people as rapidly as possible”

Stew 13/11/91

The A to Z of Careers published by Don Nelson looks at the variety of jobs available in the field of administration.

# A wide field offering lots of opportunities

The public service, both national and local, is one of the largest employers in South Africa and a career in public administration offers both security and the opportunity to work in a large number of fields.

The work varies from department to department and record-keeping with a numeric bias is common to all. Although applicants with higher level qualifications (like accounting), have an excellent chance of being accepted, it is possible to start

off as a junior and be upgraded as experience and qualifications are gained.

The Public Administration diploma or degree is the recommended course and usually financial help is available.

**Finance**  
Money is the life-blood of any enterprise and the "bottom line" determines whether it will exist or fall by the wayside.

This fundamental truth has meant that the financial experts who managed this resource professionally have gained in importance and sta-

tus throughout the world

Anyone interested in finance will have to make a choice between working in a financial institution or working in a different environment as a professional financial expert.

**Accountants**  
The financial department of an organisation keeps track of daily operations, analyses its current position and makes financial plans for the future.

The focus of the accountant's work is the audit — which involves processing and submitting accounts for

tax purposes, but in many large organisations, subsidiary areas of accounting like accounts payable, cost accounting, credit management and tax may be large enough to warrant specialisation.

At the senior level, accountants are less concerned with the daily recording of financial transactions (although this is part of the responsibility) than with acting as part of a management team

An accounting qualification is probably the most useful professional qualification one can have, it affords the

holder entrance to the most diverse fields, from private to public service, profit to non-profit institutions and almost any field of endeavour known, it is well paid and holds the promise of rapid promotion to the upper echelons of the organisation.

**Management**  
Managers are responsible for achieving the goals of the organisation

They usually report to someone higher up and supervise the work of people lower in the hierarchy.

The common analogy of a manager being like a sports

captain is an apt one, since not only is he or she the leader, but also part of a team with common objectives.

To meet these objectives, managers have to have the skills of planning, organising, directing and controlling the work of others

Probably the most common of their daily tasks is making decisions. Some are mundane, but others are important and may have far-reaching consequences, decision-making is often complicated by the fact that none of the alternatives is obviously better than the others

South Africa is particularly short of management skills and our ratio of managers to staff compares badly with that of other developed countries



# New employment won't take off soon

NEW employment was not likely to take off until the second half of next year despite the expected early recovery in the economy, recruitment specialists said yesterday

However, economists and personnel agents expected the dramatic decline in new employment over the past two years to level off and retrenchments to cease

Bureau of Economic Research economist Marius Hugo said employment in the formal sector was unlikely to deteriorate further during 1992. Although the expected upturn in the economy would result in a slight 0,1% improvement in employment next year, he did not expect new recruitment to pick up substantially before 1993

Hugo said the economic downswing had persisted for more than 31 months, making the recession one of the longest in the postwar period. Employment in the formal sector this year dropped by 1,7% on the previous year.

Econometrix economist Tony Twine said the

6/Jan 14/11/91  
SEAN VAN ZYL

public sector had maintained its employment drive throughout the recession. "The public sector seems to continue employing new people regardless of economic conditions. It has grown by over 70% since the beginning of 1980"

Twine said he expected the public service to provide some relief to the poor employment situation in 1992.

Churchill Personnel MD Don Jennings said employment opportunities in his books had declined by 25% last year compared with a 10% drop in the first 10 months of this year. He expected employment — depending on the strength and timing of the economic recovery — to improve by about 10% next year

However, he said the traditional recruitment period of January/February would be slow due to the private sector's cutback on development training programmes

Although there would still be strong demand

for highly qualified professionals, new jobseekers would have a tough time finding employment, Jennings said.

Career Vision spokesman Jeanne White said companies had rationalised employment this year and were unlikely to take on additional "fat" by recruiting new people regardless of the economic recovery. She said companies had consolidated employment positions thereby reducing labour costs

However, White said remuneration packages had increased considerably over the past year due to a shortage of experienced and qualified management personnel

Central Statistical Service figures for the first quarter of this year showed a 1,5% drop in employment while salary and wage costs climbed by 15,1%

Although employment conditions would be tight in the first half of next year, White said black management development programmes were expected to come on line during the year

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# Careers, Skills and Development

In our last article we looked at the divisions in society between mental and manual labour. We noted that these divisions take on a particular form within the class structure of capitalist society. We raised the fact that the struggle to give the same value to mental and manual labour has been an important part of the struggle for real equality in all countries. When we speak about careers we should therefore be aware that all kinds of jobs are necessary and that no job should be regarded as elite.

For South Africa to provide for all its people in the future we will have to increase the level of skills of all the people. This will include the elitist "professions" such as teachers, computer technicians and engineers as well as the skills of workers involved in production. In the liberation movement there is some debate over the relation between careers and skills and how these relate to economic development. This article will look at these relations so that we can begin to see how the choices we make about our career paths and the struggle to improve our skills are not just for our individual interest but play a role in shaping South Africa's future.

### The need for more skills in South Africa

The legacy of apartheid capitalism has left South Africa seriously lacking in the skills required for all aspects of production and administration of services. Capitalism developed in this country on the basis of cheap labour and through the export of primary commodities such as gold and farm produce. The black working class who provided this cheap labour received little education and were largely confined to unskilled work. It was only with the growth of secondary industry during and after World War 2 that the state attempted to address the need for mass education to satisfy the demands of manufacture. But the scheme they came up with - Bantu Education - still operated on the premise that black people were largely to work on the basis of commands, and in jobs which were routine and repetitive. Towards the end of the 1960's, as South African industry became monopolised and concentrated, this legacy of using cheap black labour began to be experienced as a "skills crisis". Out of self interest the bosses began raising the need for upgrading skills amongst black South Africans and calling for more schooling and for technical education and vocational guidance.

The economic crisis of the late 1970's and 80's and the heightened struggles of this period have however made the bosses reluctant to invest in large-scale projects, and they have hoarded their money or invested overseas. This has meant that there has still been no serious attempt by the bosses or the state to see to upgrading the level of skills on a mass programmed

basis for the workers of SA. The collapse of effective schooling after the state crushed the school-based uprising of 1984-'86 has also meant that even Bantu education is no longer delivering a generation of semi-skilled youth.

A feature of the current capitalist crisis in South Africa is the fact that, while not opening up new plant, the bosses are buying more machinery and reducing the size of the workforce. South Africa has one of the highest capital - labour ratios in the world. This means high unemployment and retrenchments. At the same time the bosses are employing more and more casual labour instead of workers that work full-time. The result is that only a few workers are able to get work, and then only those who are skilled, whilst the majority of workers do not acquire skills let alone employment.

### Production Trends in Other Countries

The world of work has change a lot over the last 30 years. Because of the strength of the working class and their unions in the larger capitalist countries, by the 1960's, profit rates had dropped. In order to defeat the organised strength of the working class, the bosses in countries such as Italy, Japan and Germany changed factory production quite considerably. Their strategy involved breaking up the old conveyor-belt system under which most factory production took place. Under the conveyor belt system, called Taylorism, workers worked in huge factories on specific tasks and on specific parts of a final commodity. From the viewpoint of the bosses this method was originally very efficient and kept the workers under the strict control of the factory's conveyor belt. Workers were de-skilled and had little interest in the outcome of their labour.

On the other hand this concentration of workers in the factories brought about a consciousness of common oppression and built a sense of fighting solidarity. Union organisation was relatively easy because workers were gathered together in such large numbers and felt little commitment to the bosses. These conditions led to large trade unions and many strikes in the 1960's and early 1970's which put the bosses on the defensive and made them look at ways of taming the unions.

### New production trends and technology

Since the 1980's the capitalists overseas have changed their strategy. The key to this new strategy was to break up the unions by breaking up the old conveyor belt factory production. Instead they have come up with a new approach to production by getting workers to work in small, highly-skilled work-teams. These workteams virtually produce the whole commodity. In the case of cars, to use an example, a workteam will make a complete engine whilst another team makes a body. To keep the two workteams synchronised a computer will ensure that the two groups work at an appropriate pace and to an exact degree of accuracy so that the engines fit the bodies exactly - all this without working on the same conveyor-belt! By this method different teams can work in different regions and even different countries without having to stockpile car parts.

The use of computer technology within this small-team production cuts down on the number of fully-employed workers, as well as eliminating storage-time and wastage.

The fact that workers work in teams and on a complete unit makes them feel responsible for the product and therefore motivated to work harder. This incentive

to work harder is increased by the fact that the bosses pay piece-rates (according to how many products the workers produce) rather than a fixed wage. While this strategy has largely been used to divide workers and destroy their unions, the level of skills obtained by workers and the efficiency attained mean that these bosses can outsell their competitors.

This use of advanced technology in production makes it important that all workers increase their technological knowledge even while resisting the union-bashing strategies of the bosses. For workers to struggle over the right to acquire skills and control over technology will increase their ability to resist the strategies of the bosses. A truly democratic South Africa will also need to have a working class with a high level of all-round skills especially those relevant to new technologies.

All of this makes the developing of skills a task to be taken up by the mass movement. The struggle for a career is both a personal struggle for the individuals concerned, as well as a general struggle for South Africa, to have the resources to determine its choice for economic development.

Next week we will look at how changes in the economy have affected various jobs in South Africa.



# Bankorp moots R3bn jobs scheme

3/12/91 19/11/91  
A 500 000-strong national community service corps should be set up to counter the escalating youth unemployment crisis facing the country, Bankorp said in its November issue of Econovision

ANDREW GILL

About R3bn (1% of gross domestic product) should be allocated to the programme which could provide basic skills as well as improve the national infrastructure

Bankorp estimates about 4-million adults could not be accommodated in the formal sector in 1990, 90% of them below the age of 30. This is forecast to increase to 5-million by end-1992 and 8-million by the end of the decade

The programme would result in an increase of about 3% in government spending, which could be covered by a one to two

percentage point increase in VAT and a decrease in expenditure on less productive forms of spending

Bankorp chief economist Nick Barnardt ruled out increasing the deficit before borrowing or increasing company or personal tax rates to finance the programme

Barnardt pointed out this was not an entirely new concept but rather a development of other scenarios

The programme would have to supplement sustained employment growth through dramatic export growth, aiming at doubling non-gold exports every five years

To Page 2

## Bankorp

3/12/91 19/11/91  
It could accommodate about 500 000 people at a cost of R3bn and should concentrate on a carefully structured basis ensuring medium- to long-term sustainability

The corps could incorporate a military service component involving school leavers of all races in a national community service corps providing basic skills

Cosatu recently proposed special youth programmes which drew on experiences — "positive and negative" — of such programmes in Cuba and Nicaragua, as well as the "New Deal" Civilian Conservation Corps set up for 2.5-million young men in the US in the Depression

19/11/91  
However, it said the programmes should not be militarised

A Development Bank spokesman agreed with the Bankorp concept but said it should not be militarised

Bankorp proposed the programme should tackle projects such as low-cost housing, water and sanitary services, countering erosion by building weirs and dams, building and repairing roads, building rural health and literacy centres and upgrading squatter areas

It could also serve as a basis for small business development

From Page 1  
● See Page 3

metal detector to frisk a commuter at a Soweto station.

Picture: Joao Silva.

## German investment 'to develop skills'

By Brian Sokutu

German investment in a future South Africa will not merely be based on profit-making but on developing skills, particularly of underprivileged blacks, German Deputy Foreign Affairs Minister Helmut Schaefer said in Johannesburg yesterday.

Addressing the South African Institute of International Affairs (Saiia), Mr Schaefer, on a week-long visit to the country, said German companies would be "well-advised to assist the South African future government with its problems".

"I think concentrating on skills training will be most important."

He said his country would "carry on as we've done before to channel assistance to the underprivileged blacks".

He said education prepared the underprivileged for full economic and social participation. South Africa required huge investments.

"I'm sure that my country as well as other European countries will be prepared to participate in this gigantic task."

"Without sound economic development the chances of success of the political process will be minimised."

South Africa, he said, had embarked on a process of "South African perestroika" and change was irreversible.

"Combining courage and reason, President de Klerk set this country on a radical new course. And in (ANC president) Nelson Mandela he has a partner whose statesmanship, determination and wisdom makes this transformation possible."

He said he admired Mr Mandela's spirit of conciliation and moderation in working for peace after serving 27 years in jail.

Mr Schaefer said Germany had been in the forefront of a campaign to end apartheid.

"Germany introduced a code of conduct into the European Community that made European labour standards applicable to their companies in South Africa."

"Our companies paid particular attention to training and promoting non-white labour and management," Mr Schaefer said.

During his visit Mr Schaefer will hold talks with President de Klerk, Mr Mandela, Cabinet Ministers, the Inkatha Freedom Party, the Democratic Party and other political organisations.

# We'll hone the black skills — Germans

## The Argus' Correspondent

JOHANNESBURG — German economic investment in South Africa will not be based merely on profit-making but on developing skills — particularly of underprivileged blacks — German Deputy Foreign Affairs Minister Mr Helmut Schaefer said here

Addressing the South African Institute of International Affairs, he said German companies would

be "well-advised to assist the future South African government"

"Concentrating on skills training will be most important"

His country would "carry on channelling assistance to the underprivileged"

"Without sound economic development the chances of success of the political process will be minimised"

South Africa had embarked on

a process of "perestroika"

"Combining courage and reason, President De Klerk set this country on a radical new course. And in Nelson Mandela he has a partner whose statesmanship, determination and wisdom make this transformation possible"

German-subsidised schools had been urged to abolish racial separation and to give particular attention to non-white children

(179) ARG 19/11/91

PROPERTY

# Call for social upliftment forum

8 Day 20/11/91

Reports by PETER GALLI

THE time is right for a forum on social upliftment, in which communities could meet professionals to discuss their needs and how they could help one another, says André ten Krooden, a partner at consulting quantity surveyors Walker Mare.

"There should be a forum where communities can make their needs known. Then professional bodies can assist them in formulating these requirements,

and take the suggestions further," says Ten Krooden, a member of the SA Quantity Surveyors' public relations committee.

In this way community needs could be translated into appropriate development projects.

Consultants with specialised skills in the construction industry could assist in such an upliftment programme, which would offer business opportunities in many fields.

Quantity surveyors could assume the role of project managers, to mobilise the unemployed in contracts within their own communities. Some form of training could be given at the same time, thereby contributing to general upliftment.

"However, this road tends to be more expensive and very time-consuming for consultants, and the projects could take longer to complete. In this regard, government could offer a tax incentive of some sort,

to encourage developers and institutions to undertake labour-intensive projects, encouraging local communities to undertake the work afforded them in their own areas."

Roads and bulk services could be handled on a labour-only sub-contract basis, using labour instead of machinery.

The Development Bank of SA is investigating how such projects could be implemented, he says.

In addition, more innovative systems involving low-cost housing were needed. These should not be systems that employed less people, but rather systems which made maximum use of unskilled labour.

Professionals needed to look beyond the profit motive and combine their skills with projects to provide employment and the upliftment of the poor.

Concerned professionals also needed an avenue through which they could inform communities about assistance they could provide. Communities could look also at the possibility of drafting a register of their people's skills.

Ten Krooden believes the future does not lie in sophisticated industry systems using large machinery, but in the use of hand labour, which will have the spin-off of creating pride and responsibility in the community concerned.

"Quantity surveyors can play a role in keeping checks on money to be spent. Consultants can be responsible for this, and sub-contract to workers from the community where the particular development is situated.

"While this is more expensive when it comes to professional fees, it is essential for the growth in housing development and employment."

The "process of awareness" could be started at university or technikon level. Students in quantity surveying, architecture and engineering could be required, as part of their courses, to spend six months in the field helping communities with housing and related projects.

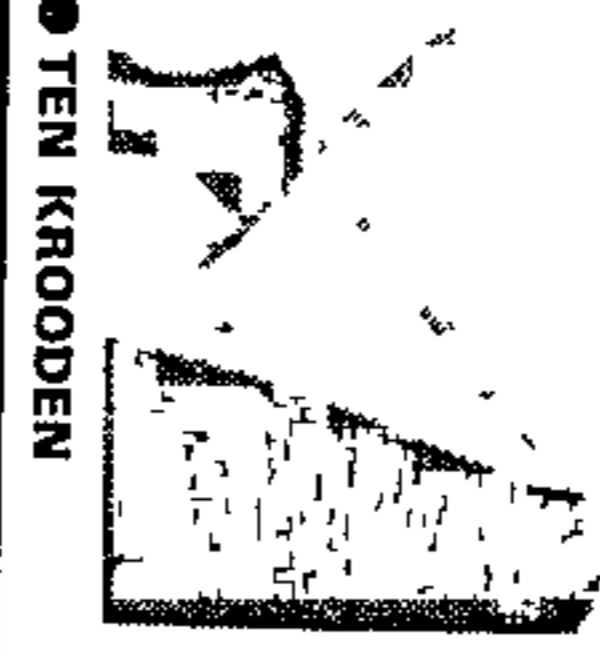
To supervise the process, a resource centre could be established at the university, under the supervision of a body of professionals who would take turns in manning it.

Quantity surveyors and other professionals would, to some extent, need to "unlearn" what they knew, and become more development-minded and not just commercially oriented for such a scheme to succeed.

The establishment of a forum and the employment of local people in projects initiated for their benefit would also need the support of trade unions and community leaders, he says.

The building business is fraught with problems, but taking the labour intensive route could be effective.

"Perhaps this is the price SA should pay to address the unemployment problem," says Ten Krooden.



TEN KROODEN

LIST OF STUDENTS' COUNCIL

# Careers, Unemployment and the Informal Sector

New Nation (Learn by Nation) 22/11 - 25/11/91

Last week we spoke about the need for an all-round improvement in the level of skills of all the people. This will be one of the requirements for the new South Africa to have the resources to provide for all the people. At the moment however the capitalist economy is in a severe crisis. A manifestation of this crisis is the struggle which school-leavers and workers face to make a living. This article will focus on the most severe problem confronting students and workers today - the problem of unemployment. What is unemployment; why is it such a severe problem today and what attempts to earn a living despite unemployment can be made by people today?

## What is Unemployment?

In June 1986 the government's Current Population Survey (CPS) told us that there were only 519 000 African unemployed in South Africa. But according to their survey you are only counted as unemployed

- if you are officially seeking work
- if you did not work for more than five hours in the week before the interview
- if you can take up a job immediately

This CPS figure also excludes farm workers and domestic workers and all the unemployed in the bantustans of Transkei, Bophuthatswana, Venda and the Ciskei. This figure of the CPS only indicates the number of people who register as unemployed and as we know people are often less likely to register as work seekers when the chances of getting a job decrease.

Researchers have shown that the picture of unemployment in South Africa today is a completely different one. In 1981 there were 2 million African unemployed and 5 years later that figure stood at between 4 and 6 million people. Today that figure is more than 6 million which means that almost half (48%) of the African working population and 25% of the total African population is without work. These figures vary from region to region and from urban to rural areas. But three features are most significant.

- unemployment in South Africa today is a problem of crisis proportions with one in every two African workers being out of a job
- the rapid increase in the number of unemployed has been accompanied by a growing length of time during which people are out of work
- youth are forming a larger and larger proportion of the unemployed with only one out of every 7 school-leavers standing a chance of getting a job

## Why is there unemployment?

The government and the bosses only recognise unemployment as a cyclical

problem that appears during a recession and disappears when the economy recovers. In one sense this is true. When the demand for goods declines production decreases. The investment of capital is held back, companies collapse and workers are retrenched in their thousands. Between 1982 and 1986, 100 000 metal workers were retrenched, 70 000 workers in the construction industry lost their jobs and 30% of the textile labour force was thrown out onto the streets. In 1991 this has become worse with something like 60 000 metal workers losing their jobs in this year alone.

In this recession the bosses are using more and more machines. With the use of machinery with profits in mind, the result has been a major push towards retrenchment on the part of the bosses. Moreover since 1976 the capitalists have gone on an investment strike, withdrawing their capital into overseas investments or keeping capital locked up in banks and finance houses. In this way R65 billion has been kept away from job-creating investment since 1976. In fact real domestic investment went down by 31% in the 1980's alone.

This is the reality facing any school-leaver thinking of a career, or a worker considering changing his/her job. In order to just keep South Africa's unemployment rate at what it presently stands, our economy needs to grow at about 5%. Over the last few years that figure has been less than 2% and even the Reserve Bank does not project a figure of more than 1% for next year.

## The Informal Sector

The term, 'informal sector', applies to all kinds of work which is not taxed because the state does not recognise them as formal jobs. These include everything from hawking, to running a shebeen, to selling boerewors rolls on the street corner, to opening a township hairdressing salon or a spaza shop. Some of these activities have made a few location traders rich. An example has been the case of the taxi industry which has become a multi million rand business. But these cases happen



Ciskie Tilo shebeen queen (Soweto 1985)

when the traders in the informal sector manage to monopolise a section of the market and link up with the formal sector to become a big business like any other. In the taxi industry today this has become the case, with the bigger taxi owners now shareholders of a taxi monopoly such as SABTA, and the drivers turned into workers rather than individual entrepreneurs.

The state and the bosses like to sing the praises of the informal sector as proof that anyone can be a businessperson and that many jobs can be created in this way. The fact is the growth of the informal sector is an indication that more and more people cannot get into the formal sector ie cannot get jobs. Nevertheless the state and capital are trying hard to sell the idea of the informal sector as proof that "free enterprise is working".

Through their policy of deregulation the state has done away with many restriction that formerly prevented people from opening up a small business. For instance the laws on health and hygiene required that food could only be sold where adequate washing and tiling facilities existed and which had been passed by a health inspector. Under the policy of deregulation it is now possible to sell food on the pavement with practically no restrictions. Similarly, the laws governing the Road Transportation Board have been changed. Previously transport licences were limited but now they have been so loosened that taxis can operate on any routes (as long as they have the means to keep out competitors).

In addition to deregulation the state and the bosses have also set aside capital for projects such the Small Business Development Corporation (SBDC). The SBDC gives low interest loans and grants to people to set up small businesses. People must however show that they have a viable

plan for a small business and be prepared to be trained. Other examples of setting up funds for small business include the setting up of industrial parks such as Enterprise Centre at Kew near Alexandria township. Partly financed by Barlow Rand, Enterprise Centre attempts to provide initial capital and workshops for small businesspeople who have set up welding shops and car-repairs shops. A number of factors act against the small proprietor however. First and foremost there is the direct competition of the big monopolies who can produce goods on a mass-production scale and therefore cheaper and who have the money to survive temporary setbacks. Secondly the small business person often runs into what is called a "liquidity problem" where he/she runs out of money to buy more goods for sale or to pay bills despite having the potential to make sales. Thirdly the state is currently implementing a policy of keeping interest rates very high which means that credit is very expensive and even with those few people who have benefitted from SBDC loans, further credit is very difficult to obtain. And now with the introduction of VAT, small businesses are going to be at a disadvantage because they will have to pay VAT on all goods but cannot register with the Receiver of Revenue and therefore claim back their VAT payments as larger businesses can do.

Being part of the informal sector is often not the way to wealth that so many people in government claim it to be. Mostly it means that one has not been able to get a job which pays a living wage. For so many people however the need to do any kind of selling in order to survive is a harsh reality. For people involved in such small business and for school-leavers it is important that the problems of embarking on this path be understood.

# Introduction to Theatre 3

149

New Nation (Learning Nation) 22/11 - 28/11/91

This article provides a list of places which offer courses in drama and stage-craft.

It is impossible for people interested in a career in theatre to know all the variety of jobs available in the field. When you see a play you are only aware of the actors, the person who wrote the play and maybe the director. There are, however, many other jobs involved in theatre.

The **stage manager** is the person responsible for running the production, operating the lights while the play is on, setting the stage and various other tasks. The tasks are sometimes divided up between the stage manager and an assistant stage manager.

The **set designer** works in collaboration with the **director**. He/she designs the stage in a way that best suits the play and the director's ideas. Large theatres also have workshops where the sets are built by a stage crew. The set designer may be assisted by a **props maker**, who makes or collects the things used by the actors on stage.

The **costume person** organises or makes the clothes that the actors wear.

The **lighting designer**, also in collaboration with the director, designs the lighting to enhance the play.

The **publicity department** has the job of selling the play to the public.

In addition, there are many other administrative jobs in theatre. For example, **front of house manager**, **box office** (selling tickets), **theatre managers**, **ushers**, and so on.



New Nation (Learning Nation) 22/11 - 28/11/91

Here is a list of resources for the study of drama

**University of Cape Town offers:**

- A three year performer's diploma, for students specialising in acting  
Fees R3 000 a year
  - A four year BA plus performer's diploma  
Fees R6 000 per year
- ☒ University of Cape Town  
Drama Department  
Orange Street  
Cape Town
- ☎ (021) 24-2340

**University of Durban-Westville offers:**

- Three year course in drama practice and theory which is part of a BA degree
- Fees R2 700 per year
- ☒ University of Durban-Westville  
Drama Department  
P O Box X54001  
Durban 4000
- ☎ (031) 820-9111

**University of Natal offers:**

- Three year course in drama practice and theory which is part of a BA or BSC degree. In the third year students do a TV course and can specialise in TV production for their fourth year
- Fees R4 800 per year
- ☒ Natal University  
Speech and Drama Department  
King George the Fifth Avenue  
Durban 4000
- ☎ (031) 816-9111

**University of Pietermaritzburg:**

- A three year course in drama practice and theory which is part of a BA degree. In the third year, students can specialise in community theatre or acting or directing
- Fees R3850 per year
- ☒ Drama Department  
University of Pietermaritzburg  
P O Box 375, Pietermaritzburg
- ☎ (0331) 95-5911

The Afrika Cultural Centre houses the Centre for Research and Training in African Theatre. They offer a three year full-time diploma which includes theoretical and practical theatre skills. Admission by interview and audition. For information on fees phone (011) 838-3034

**The University of Pretoria offers:**

- A three year drama degree with an option of two years honours
- Admission matric exemption
- Fees R4 500 per year
- For more information, phone (012)420-3060

**Pretoria Technikon**

- Three year full-time degree encompassing both theory and practical work
- Admission requirements matric and audition
- ☎ (012)318-5911

**Soyikwa Institute of African Theatre at Funda Centre**

- offer a two year full-time diploma.
- Fees R240 per year
- Admission Std 9 or Std 10

**University of the Witwatersrand:**

- offer a four year drama degree which includes an honours qualification
- Admission requirements Matric exemption and audition
- Fees R6 000 per year

**Rhodes University:**

- A three year course in drama practice and theory as part of a BA degree. Also offers training in Drama and Education, and Community Theatre
- Fees R3950 per year
- ☒ Rhodes University  
Drama Department  
P O Box 94  
Grahamstown  
6140
- ☎ (0461) 22023

**Market Theatre Laboratory**

- offers an ongoing, non-diploma training in drama theory and practice
- Fees R1,50 per class
- ☒ 63 Goch Street  
Newtown  
Johannesburg
- ☎ 836-6499

**Fuba Academy:**

- offers Std 7 - Matric with drama as a subject, a three year diploma course in drama theory and practice a part-time drama course
- Fees  
Std 7 - Matric R2 500 per year
- Diploma R1 200 per year
- Part-time R550 per year

- ☒ Fuba Academy  
66 Wolhuter Street  
Newtown  
Johannesburg
- ☎ 834-7125/6/7



By CHARLENE SMITH

**PROSPECTS** for school leavers have never been so bleak.

Of the 380 000 pupils writing matric this year only 7% will find work

These statistics are the result of research by Edwin Basson, economist at the Small Business Development Corporation

Dr Basson is also on several private-sector and government committees looking at entrepreneurial development — ways to help those who cannot find work to set up and manage their own businesses

## Double

About 6,3-million of a potentially economically active workforce of 14-million are unemployed

According to international experience, if only 14% of the unemployed become efficient entrepreneurs they will create enough work for the rest

However, in South Africa only 7% of the economically active workforce are entrepreneurs (2% black and 5% white)

SA needs to double the number of entrepreneurs and aim for 17%

An analysis of registered unemployment shows fewer than 100 000 people, but it is far from being accurate. But

# Jobs for only 7% of this year's matrics

S/TIMES (BUSINESS) 24/11/91

it provides a guide to employment trends

Dr Basson says 32% of unemployment is among operators and semi-skilled people. Unskilled people form 27,6% of the unemployed

Administrative, clerical and sales staff form the next largest group of unemployed at 18,4%

The lowest numbers of unemployed are in technical fields (0,3%) and professional and semi-professional (1,1%).

Dr Basson says that because of SA's economic decline there is no skills shortage at the top of the employment market. But there is one at the bottom end

Unskilled people being trained by the Department of Manpower are finding it difficult to find work

Dr Basson says "Instead of having unskilled unemployed, they become skilled unemployed"

He queries statistics claiming that in 10 or 15 years SA will have a shortage of 200 000 managers, saying "That presupposes the pre-

sent 6,3-million unemployed will find work"

Dr Basson says 15 years of sanctions and negative real interest rates made it cheaper to employ capital than labour and resulted in an economy that cannot provide enough jobs

"Financial sanctions had a particularly serious impact, but now that those are going, we find huge urbanisation and the import of unemployment from rural areas"

Of the 6,3-million unemployed, 3,5-million are active in the informal sector. It is in this sector that the only growth in employment has occurred in the past few years

Another 2,8-million are unemployed in SA and the TBVC states. A million of them are estimated to be active in subsistence farming and 1,8-million have no job

It is those bottom-line 1,8-

million that he feels need to be given technical training and financial management courses

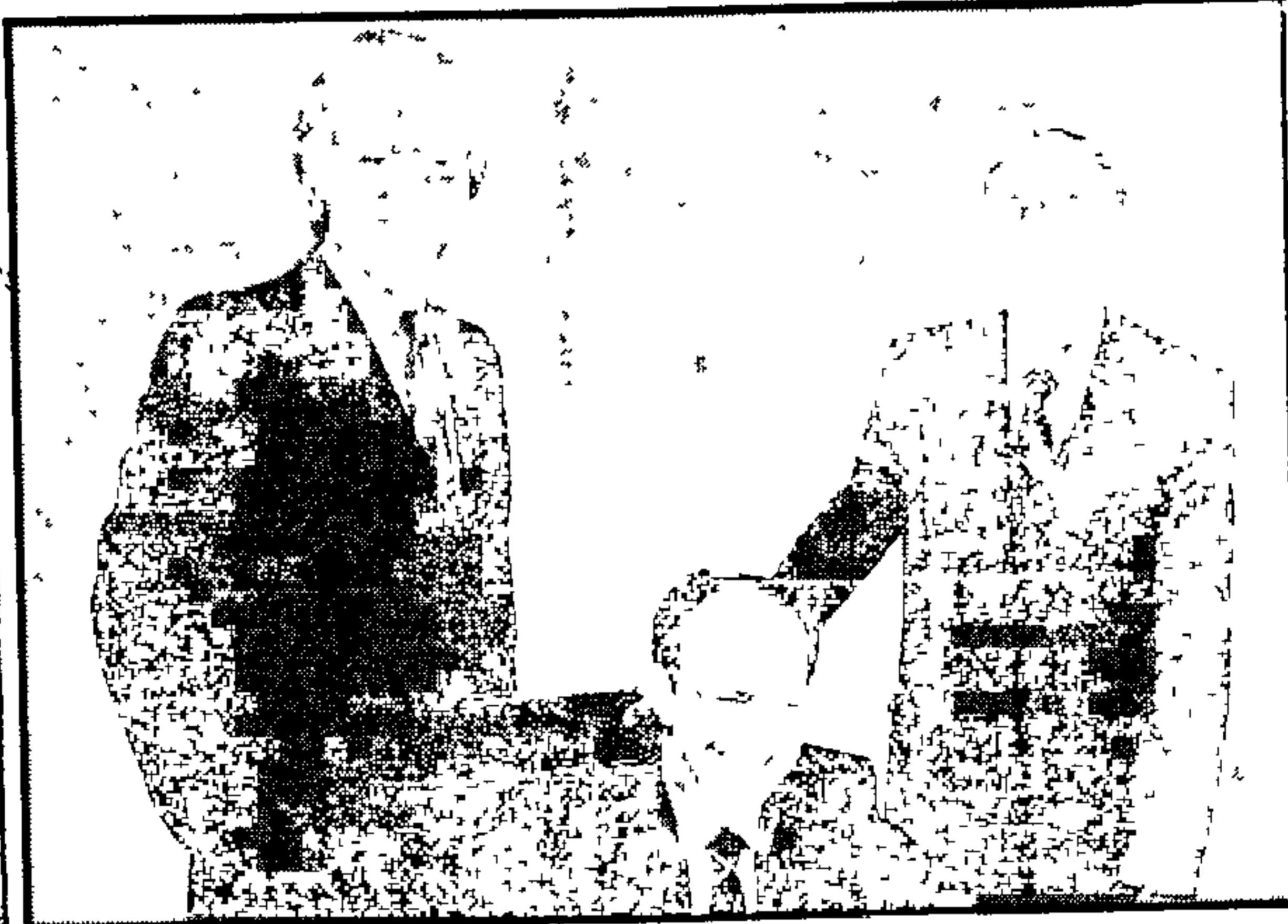
"Although schools are becoming aware of the need for these skills, nothing is happening yet at university and technical level

"Skills training faces two problems — there are not enough trainers and there is prejudice against blue-collar work. In addition, traditional training methods have to be re-evaluated"

One of the measures the SBDC is looking at is television programmes about skills training and business management skills

Either way there is not much to buoy matriculants as they write their examinations

## Business schools



Credit College GM George Gericke (left), MD Pieter Buitendag (seated) and director John Downie.

### An SA first in credit education

THE first company in South Africa to specialise in credit education and training has been established in Randburg (1992)

Credit College was formed by experienced credit specialists, all of whom have lectured for Credit Management Education Associates, a subsidiary of the United Institute of Credit Management (UICM)

MD Pieter Buitendag

ence," he says (1991)  
The college's objective is to help the employer in creating the environment, structure and systems needed to enable credit staff to function effectively

"At the end of last year, R163bn in credit was owed in SA. 6/20/91

"This credit is the core asset of most organisations and is probably the most

difficult to control (1992)  
"Should a lack of control result in a portion of this debt being written off, the standard of living and the economic growth rate will drop and prices will escalate

"Yet many organisations don't place enough emphasis on the importance of credit control," Buitendag says

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## Practical alternative to going to university

BUSINESS colleges can offer a practical and cost-effective option to people embarking on a business career and who are either not ready or able to tackle a full-scale university degree.

Although the courses are compressed into one or two years, Birnam Business College principal Brenda Riesnik says the institutional exams offered by many business colleges are equivalent to matric plus three.

### Life skills

"In addition, subjects such as organisational behaviour, journalism, communications and desktop publishing are life skill subjects for the '90s.

The result is a diploma of immense practical value.

Riesnik says while university graduates may walk the streets for months in search of jobs, her students are snapped up in the marketplace.

"But in many cases the telling factor is price.

### Established

"A university education can cost in the region of R18 000 as opposed to the R6 000-odd one would expect to pay at a business college," she says.

Birnam was established 27 years ago.

Its courses include marketing management, executive advanced diploma, business management, advertising and personnel management.

In addition, it offers specialised courses such as advanced travel, public relations, computing, hotel management and fashion marketing and management.

# Job interview – present a good CV

Once you have decided where you would like to be employed it is important to write a resumé.

Here are some guidelines to help you 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.

It must be neatly typed without any spelling mistakes. Include the following information about your-

The key to getting a job appointment is to have all your papers in order. The *Allied World of Money* by Magnus Heystek discusses the finer points of writing a good resumé.

self.  
Name, Address; Marital status, Dependants, condition of health, military training (if applicable)

**EDUCATION**  
Start from the highest, working your way through to the lowest. A 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. This is what the prospective employer will be looking at very carefully.

**GENERAL**  
List all other relevant experiences, such as membership in community or other organ-

isations, special skills or volunteer activities, etc.

## REFERENCES

References are not always obligatory, but if you have to hand in some, give three or four from persons who will reflect you favourably.

Try to obtain a number of references from previous employers and colleagues, even though you might never use them. Having several such references handy, you might avoid alerting your employer to the fact that you intend leaving

New Nation  
(Learning Nation)  
29/11 - 5/12/91

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Last week we spoke about the biggest problem facing workers and school leavers - the problem of unemployment. One of the ways people are therefore forced to make a living is through selling goods in the informal sector. This week we will look at careers in the formal sector, ie jobs that we normally associate with receiving wages or salaries.

## Aspirations and Reality

South Africa has a serious shortage in key skilled jobs such as information technology (computers), engineering, management and accountancy. What is noticeable in these areas is the imbalance between whites and blacks. For example there were only 6 African professional engineers in 1985, only 20 African chartered accountants in 1989 (out of 12 000) and only 5% of all professionals were Black. In contrast, it has been estimated that South African training institutions can at present satisfy no more than half to three quarters of the normal annual demand for 2 000 - 3 000 new engineers, and that the shortage of qualified accountants by the turn of the century will be 7 000.

From the side of the future needs of our country it is right that students and workers want to obtain the skills and qualifications to fill these jobs. It is also important that school-leavers know how to get these skills through going to educational institutions and getting bursaries.

A strong view amongst the black working class about careers is the idea that education is the key to escaping the misery of poverty. This motivates parents to make tremendous sacrifices to ensure that their children can get a good education. Education can be an important advantage in obtaining a job in the future, but it is important to remember that education is no guarantee of a job. We should thus approach the whole question of careers for school leavers with a knowledge of how the economy is actually performing at the moment and ask ourselves what approach is needed to have at least some chance of getting any job, let alone an exciting career.

## Employment Opportunities and the Economy

The general trend in employment at the moment is a contradictory one. The fact of the matter is that the South African economy is in a crisis and is not growing fast enough to accommodate the amount of workseekers. At the same time the state and the bosses are in a stage of political reform and negotiations. These two features have the opposite impact on conditions of employment and the possibility of gaining jobs. If an economy is in crisis, most of its sectors are affected. This leads to an increase in unemployment and re-



Nurse with a blind patient

trenchments. At the same time the fact that the state is trying to move away from old-style Apartheid means that many laws against Blacks getting certain jobs is being done away with. The result of this contradiction is that, while the number of jobs are not increasing in most sectors, there are new opportunities for Blacks in jobs that were formerly reserved for whites.

Let us look at this trend in relation to the state and the private capitalist sector.

## The State as Employer (The Public Sector)

Many South African people are employed by the state, either in some state department or in those industry's which are state owned. Of particular note is the fact that the number of workers in the private sector is currently almost the same as in 1980. This implies that the increase in employment from 1980 until now took place almost exclusively in the public sector. This picture is just more alarming if we consider this meagre rise in the number of jobs against an annual growth rate of more than 2.5% of the economically active population.

For Black people the area of greatest job growth has been in the area of local and provincial government. This is a result of the decision by the state to do away with job reservation in the civil service. The result is that the number of Blacks employed as clerical workers and administration staff has increased significantly. Coupled with this trend has been the growth of the civil services in the Homelands.

Two of the most important and skilled jobs in the state sector which have long been popular amongst African people are teaching and nursing. Given the fact that more and more skilled white nursing staff

are abandoning nursing, or going into the private hospitals, there are opportunities for Black people to take the load of nursing in the state health services. Similarly since 1976, when the state began to build more schools for Africans and improve the qualifications for African teachers, there have been job opportunities in the education sector.

There is a contradiction here though at present. While the estimated teacher shortage will be 350 000 by the turn of the century, current state policy is to freeze the number of teaching posts. And while health conditions continue to deteriorate state policy is to cut the health budget. Both of these trends is likely to limit opportunities of these traditionally sought after jobs in the near future.

Other state sector jobs which offer job opportunities show the same contradictions. The postal and telecommunications services and the transport services are two sectors which now officially take an equal opportunity stance on employment. As a result more Black people are being employed in a range of jobs from postmen, to telephone technicians, to clerical workers. But both the postal services and the transport services are on the road to privatisation through what is called commercialisation. This means that they are operating strictly on business principles of making a profit. The result is that, whereas formerly these sectors served as the means of promoting white working class employment in the 1940's - 1960's, the current trend is to cut down on staff.

## The Private Sector

Throughout the 1980s the bosses have been cutting back on investment in new

industries and replacing workers with machines. The result is that most sectors in private industry are cutting back on employment.

Again here we have a contradiction between the fact that the bosses are employing more Black labour and yet the total number of jobs is not increasing. The proportion of African workers employed in semi-skilled operative positions nearly doubled between 1965 and 1985 (from 40% to 73%) and also expanded in middle level categories such as clerical and sales workers. There has also been increased employment of African women at lower levels of the economy.

On the other hand the number of apprentices in South Africa dropped by 36% from 1983 to 1987. Since the Wiehahn Commission published its report and opportunities were opened up for African apprentices to enter the lucrative artisan labour market some economists envisaged that the number of African would increase dramatically. Yet, the number of African apprentices dropped by 57% from almost 12 000 in 1983 to just more than 5 000 in 1987. Whites continue to dominate in every occupation except machine operators and African people are a small minority of those who receive training. The decrease in the number of apprentices is probably due to the fact that firms are employing Africans in positions for which they have the skills but are not registering them as apprentices. And many jobs are being de-skilled due to changes in the production process, with the result that bosses do not send their workers for training and apprenticeship.

## What kind of skills will help us get a job?

With the increases in unemployment and retrenchment, school leavers and workers should be asking themselves what kind of skills will increase our chances of getting a job? Clearly the skills needed will depend on the kinds of jobs available and the use of technology in that particular sector. In general however, at times of increasing unemployment, it is better to have a range of skills rather than be limited to only one specialist skill. For instance it would be better at present to learn say bricklaying and carpentry rather than just bricklaying. It may not always be possible to get a formal certificate in each of these skills but an ability to have a range of skills can improve job prospects.

At the moment there is also an international trend to get workers to work in workteams. This trend is being copied in certain industries like the electronics industry in South Africa. In these workteams workers have to be multi skilled. They have to have the skills to produce the whole product. Again this shows the need to have many skills rather than one.



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# Deaf builders erect 4 rooms at school

Sunday Times Reporter

A TEAM of deaf, unskilled workers are building four workshop classrooms at the School for the Deaf in Khayelitsha after receiving a donation of more than 15 000 calcium silicate bricks from Calsica Bricks. "We had to construct these buildings ourselves because of the school's dire financial circumstance. There is an urgent need for such facilities," said Mr Richard Nieder-Heitmann, the principal of Nolutshando School for the Deaf.

"Under the Department of Manpower's Job Creation Scheme, we were able to provide work for 15 unemployed deaf people. The project would not have been possible without the generosity of Calsica."

The foreman, Mr Cozben Neana, who is also deaf, has practical building experience and instructs the deaf workers in sign language. The bustling building site is usually silent — almost like watching television with the sound turned off — as the enthusiastic workers go about their tasks. Mr Nieder-Heitmann explained that although most of the workers had hearing aids, they were unable to use them because of the prohibitive cost of new batteries and repairs.

## Sewing

"Once completed, the workshop will be used to train male pupils in welding and woodworking and females in hairdressing, domestic science and sewing. Evening classes will be held to train deaf adults."

Nolutshando is the first school in the Western Cape for Xhosa-speaking, hearing-impaired children.

Mr Nieder-Heitmann said the school had 60 pupils, but it was envisaged that 300 would eventually be enrolled.

The institution plans to build a para-medical centre, a parents' guidance clinic and sports facilities as well as residences for 200 pupils.

Day scholars commute by schoolbus from Khayelitsha, Guguletu, Mfuleni, Langa, Nyanga and Crossroads.

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UPIL



# R 1bn in loans has been granted over the past 10 years

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8/Day 2/12/91

ABOUT 10 years ago, a proposal was put forward by Rembrandt chairman Anton Rupert that a Small Business Development Corporation (SBDC) be established to encourage entrepreneurship among South Africans and stimulate small and medium-sized enterprise (SME) development.

It would be a joint venture between the public and private sectors

The matter was investigated by the Panel for Economic Cooperation and Strategy and by February 3 1981 the SBDC was registered as a public company with an authorised share capital of R160m.

In December 1981, the assets and staff of the Development and Finance Corporation and those of the Indian Industrial Development Corporation were transferred to the SBDC

## Nationwide

Since then, with capital employed amounting to about R800m, loans worth over R1bn have been granted to over 31 000 entrepreneurs

SBDC offices nationwide field an average of 1 000 inquiries each working day and formal and informal training has been provided to more than 55 000 individuals

Initially, the SBDC's major functions were to provide finance and affordable business premises for its clients

SBDC MD Ben Vosloo says it will always be an important part of the corporation's business, but the need for training and support services has become equally important

He says the SBDC is getting involved in providing practical

training courses and other support services to its clients and it has formed a training trust to co-ordinate this project

In the March Budget, the SBDC received R75m from government, which Vosloo says is enough to get the training project off the ground

Much more, however, will be needed to sustain and expand it

Latest statistics released by the SBDC show how important support and training services have become

Between April and October 1991, 172 408 inquiries were fielded by SBDC staff — 66% of which related to finance, while 30% of callers wanted business advice

In addition, 99% of the SBDC's borrowers and 69% of its tenants have received after-care evaluations and assistance

Financing will always be a major function of the SBDC.

The corporation estimates its

loan financing will grow at a rate of 20% a year

In order to continue this rate of expansion over the next five years, a capital inflow of about R750m is needed

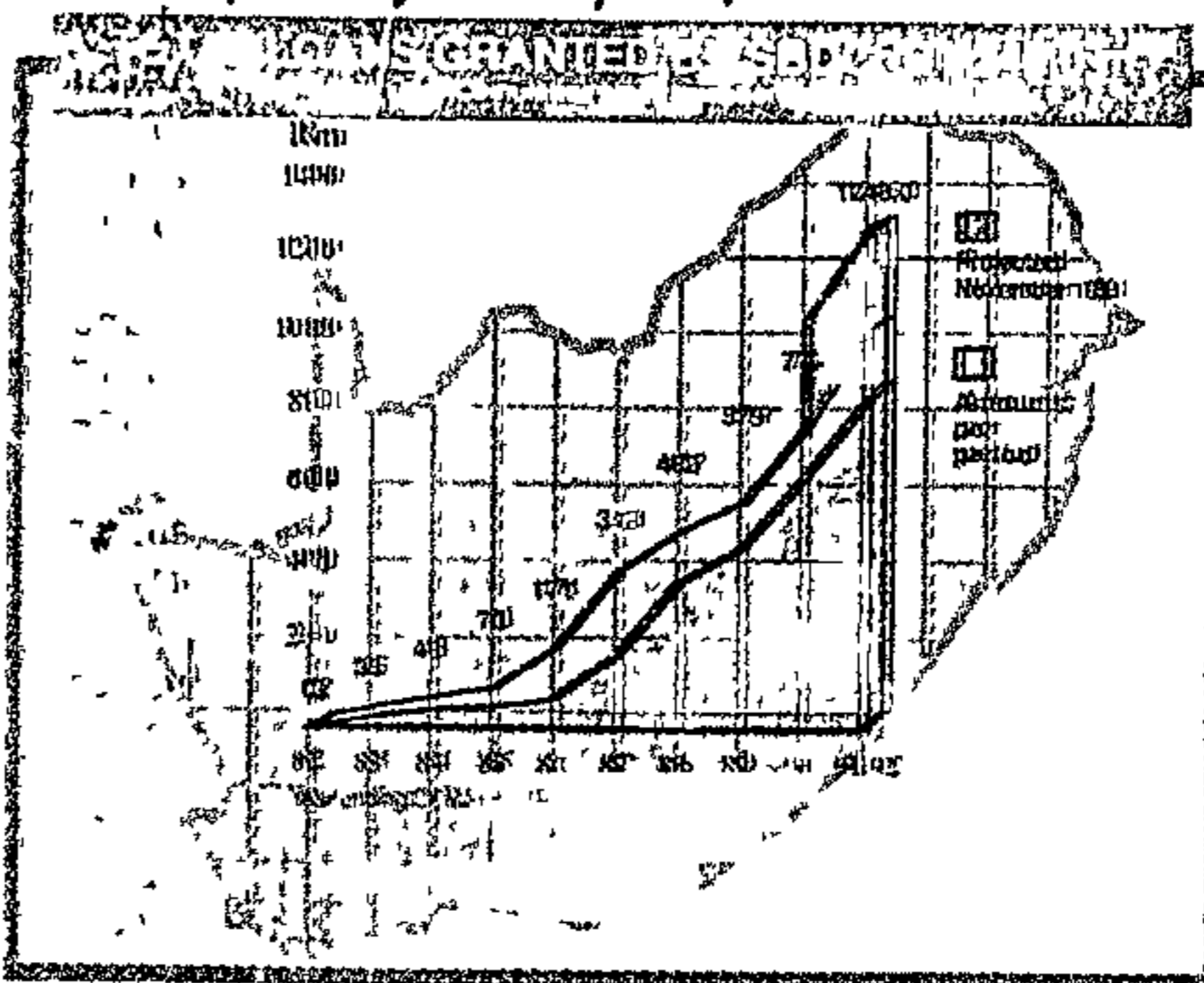
This will provide the basis for loan capital of R2bn to be granted over the next five years to bring the total for the first 15 years to R3bn.

## Wasted

R750m is not a large amount of money when one considers the government has wasted about R30bn on unnecessary projects such as Mossgas over the last decade, Vosloo says

The money would be better spent on entrepreneurial SME development

The major problem in SA is that government has never formulated a comprehensive SME policy despite the fact that the SME sector has been the major job-creator and the base for economic growth in the last decade



THERE are too few successful entrepreneurs in South Africa, a problem which may be laid largely at the door of the education system, says SBDC MD Ben Vosloo

"We are saddled with an educational system which creates too few education products fit for employment or economic activity," he says

SA's educational curricula do not provide training such as technical skills

Education needs to be made more relevant to society and the workplace

It should enhance entrepreneurship by stimulating individualism, independence, optimism, task orientation and competitiveness

SBDC senior GM Tom Kedzierski says a further problem is that individuals are indoctrinated to follow a career in big business

Self-employment is the poor relation despite its more lucrative earning potential

## Education needs to be made more relevant to work

"The lack of practical skills and entrepreneurial management skills must change," he says

It has become apparent over the past 10 years that the problem of training is not being adequately addressed and SBDC clients have been pushing for the corporation to get involved in training and support services

The cry for help is specific — finance and premises, although important, are not everything — assistance in the form of advice, consultation, counselling and training has been identified as a priority for the SBDC as it looks ahead

Informal training and assistance through the SBDC's Mentor Advisory Programme (MAP) and re-

bate scheme started as long ago as 1985

It offers entrepreneurs individual on-site advice and training by some 225 retired business people participating in the MAP and the same number of professional consultants participating in the rebate scheme

More than 50 000 have benefited from this informal training and assistance, while limited formal training, initiated by the SBDC in 1988 has benefited 5 000 individuals

Marketed under the name SME Training Institute, the SBDC will utilise funds which are tax deductible in the hands of donors

Courses such as the Trident one-up business skills (also known as the Town-

ship MBA), labour relations for small businesses, how to manage and improve your own small business and a retail management course are on offer

These courses are purchased and adapted by the SBDC

Also under discussion is the SBDC's approach to financial training

"Most entrepreneurs are not interested in learning bookkeeping or accounting

"Our practical approach to financial training will be to teach them record keeping and how to use the information from financial results for future planning," he says

Vosloo says "While there are elements of society who ache at the prospect of working from nine to five, entrepreneurs are the sort of men and women who hold several tasks at a time and work happily from five to nine"

It is at these people that the SBDC's formal and informal training is aimed



# Civics <sup>(179)</sup> leaders <sup>(179)</sup> learn <sup>Sowetan</sup> skills <sup>2/12/91</sup>

TWENTY-THREE civic and community leaders will graduate on December 4 from the first ever local government training course, the Foundation for Contemporary Research has announced.

The trainees - from Guguletu, Langa, Heideveld, Mitchells Plain, Miller's Camp, Grabouw and Paarl - recently completed the four-month course.

The pilot course was dedicated to Mr Michael Mapongwana, chairman of the Western Cape Civic Association, who was killed in July.

The FCR is a service organisation committed to community research and training for local democracy. It started the course after appeals from civic, hostel, squatter and trade union organisations in the Western Cape.

# Business Day SURVEY

Ten years ago the SBDC was registered as a public company, absorbing the assets and staff of the Development and Finance Corporation and those of the Indian Industrial Development Corporation. Since then, with capital employed amounting to R800m, loans worth over R1bn have been granted to over 31 000 entrepreneurs. GILLIAN HAYNE reports.

## Shortage of basic skills is a problem

ENTREPRENEURS are renowned for their innovations and specialised expertise, but not for basic business skills, and this is the weakness that usually leads to their downfall, says SBDC central region contracting unit head Ebrahim Asmal

"Basic skills such as marketing, costing, selling and funding jobs are major problems for infant businesses," he says

In 1987, the SBDC undertook to help its tenants win contracts by tendering on their behalf, helping with bridging finance and sharing business skills — thus introducing the sub-contracting principle to South Africa

From 1987, over R53m worth of contracts were negotiated countrywide between big corporations and small and medium sized industrialists with the help of the SBDC

Asmal negotiated R43m in the PWV area alone

Big companies such as Anglo American, JCI, Barlow Rand, Anglo Vaal and Rand Mines are but a few of the corporations awarding jobs to the SBDC's



Burglar guard manufacturing is a highly successful sub-contracting enterprise

small and medium-sized enterprises

Jobs ranging from making uniforms or cleaning hostels to manufacturing weighing scales for the mines are on offer at Penryville

Linked to sub-contracting is the mentor system

No longer is it sufficient for companies to provide finance for projects or award contracts — business expertise is also needed

One of the leaders in this field is Anglo American, with its Small Business Ini-

tiative which works closely with the SBDC

Discussions are underway for the SA Bureau of Standards (SABS) to give its approval to items produced by the SME industrialists

A hardship faced by many is the problem of agents

Although these middle men are important go-betweens during the early stages of breaking down barriers between large companies and SMEs, many are unscrupulous and unethical, says Asmal

As the sub-contracting idea gains momentum,

however, Asmal hopes the need for agents will diminish

Natal has tried a new initiative in match-making by displaying products required by the large corporations to the SME clients

SBDC Natal region head Adhir Singh says "Until now we have tried to promote sub-contracting by providing big business with a list of our SME clients

"Informing our clients about opportunities to do business with the corporate sector makes more sense, however, as it encourages them to take the initiative

# Technical training for 2 000 students <sup>179</sup>

THE largest technical college in SA is located in Germiston

Some 2 000 students pass through the doors each day and principal Dr Hennie Pelser says "Our courses run from 6 30am to 8 30pm Monday to Friday

"The morning lectures are generally attended by our 1 400 or so full-time students, and the afternoon and evening lectures attract the 600 part-time students studying one or two subjects at a time"

The business courses offer training in such fields as secretarial work, management skills and accountancy

Engineering training takes students from pre-ap-

prentice level up to practical engineers with a certificate of competency

"The training places emphasis on practical skills and is carried out in collaboration with the students' employers"

The biggest challenge facing technical colleges is to provide vocational education to the masses

"In the past, education in SA had a strong academic inclination

"Most people, on matriculating, aren't capable of earning a living," he says

"If it is clear a pupil is not cut out for a university education, it makes sense to put him into a technical college, where he can obtain a technical matric that prepares him to become a contributing member of society

## Challenge

"Such a matric does not give him university entrance, but should he later decide to carry his education further he can do so at night school or by correspondence"

A challenge is to overcome the educational disadvantage suffered by many black pupils entering Germiston Technical College, but this is usually not as great a problem as people claim

"In my experience, the sooner you present a student with tangible challenge he has the potential to overcome, the sooner he will pass beyond his educational disadvantages," Pelser says

"By the time a student comes to technical college he knows what he is aiming for and this makes a big difference to his willingness to work"

5/12/91

# Training the key to defusing SA's ticking timebomb

By JOSHUA RABOROKO 179

UNEMPLOYMENT is becoming a time bomb which could seriously damage society and the success of efforts to create a democracy

The newly formed African Business and Manufacturing Development Association believes in training the unemployed in various fields to create jobs for themselves

President Mr Bradley Tshabalala said, "We train them to manufacture a variety of goods they can sell for themselves and earn a decent wage"

Items on their manufacturing agenda include mixing floor polish, dishwasher and fabric softener, orange and other juices, which they could sell in the townships and in rural areas

The products are manufactured at the Small Business Development Corporation hive in Johannesburg and there is no fee to join

"We initially encouraged individuals to operate alone, but have since realised that it would be better if they grouped together to manufacture large quantities of products," he said

He said most manufacturing industries were ignored by most black entrepreneurs

The association has made representations to many companies to get more machines and financial aid. At the moment, he said, "our resources are limited and we need to train many people if this time bomb is to be put off"

Interested people can contact Tshabalala at the City Hive telephone (011) 473-2418

# Business Day SURVEY

A proposed amalgamation with  
Kathehong, Palm Ridge and  
Bedfordview could make Germiston  
the first city in South Africa to  
combine the established residential  
areas of all population groups. In so  
doing, the city could take the lead in  
drawing overseas investors to the new  
SA VAL PIENNAAR reports.

Rondebut Bird Sanctuary attracts bird watchers from all over the world to see its hundreds of species in their natural habitat. The 94ha sanctuary was established in 1971 and is famous as the best place on the Witwatersrand to see water birds, including some of the rarest and most beautiful in the world. In the section open to the public the visitor can stroll at liberty between the observation hides and public viewing area.

## Call for education that leads to employment

THE informal sector is the fastest-growing element in any economy worldwide — and Germiston is gearing up to meet the needs of a burgeoning informal business population.

Management committee chairman Leon Louw says, "We can't just push these people out of sight."

"We have recognised the survival of all depends on mutual co-operation and interdependence and we are looking at improving conditions for informal traders and hawkers."

"But our objective is to enable them to do business without having a detrimental effect on the quality of life in the city."

"We are committed to maintaining standards as well as to training entrepreneurs to improve their business skills."

Chamber of Commerce & Industries chairman Lynne Cheshire says she would like to see as much as possi-

ble done to encourage the development of the informal sector.

She says informal businesses create employment and in Germiston, with unemployment estimated at anything up to 60% of the economically active black population, this must be regarded as a priority.

Cheshire is involved in Youth Over Unemployment (YOU), aimed at training unemployed people to develop their formal and informal skills.

"YOU specialises in vocational training, specific skills to meet the needs of specific employers. We aim to run the project as an apolitical organisation meeting purely economic needs."

The philosophy of the project is based on a belief

that education is useless unless it leads to employment.

"SA needs entrepreneurs far more than it needs academics."

She says there is a US programme which assesses children for entrepreneurial potential just before they enter high school and again on completing a high school education.

"Only 30% of the children who had shown entrepreneurial ability before high school were still entrepreneurs when they entered high school."

To be successful, such a programme must be run off a national base, making full use of the opportunities offered by leading industrial centres such as Germiston.

"This city offers abundant potential for the development of small service-orientated businesses. They still have to con-

tend to a large extent with the monopolistic thinking of some of the larger companies, but there is an increasing trend to decentralise operations and take more use of outside contractors," she says.

Such an approach is more cost-effective, although industrialists favour of doing as much as possible in-house say it can be inefficient.

# Centre founded on human kindness

Sowetan 6/12/91

By PEARL MAJOLA

**USINDISO** Home Craft Training Centre could be thought of only as one of many self-help projects for women, but behind it is a rare tale of compassion for those who cannot help themselves.

It all began in 1986 with three churchwomen who came to the rescue of homeless woman suffering from a mysterious disease that produced sores all over her legs

Ms Doris Lugabasi, a domestic worker, was going home from a Manyano church meeting one Thursday afternoon when she came across the ill woman, who was living with other homeless people on a Cleveland mine dump

## Rushed

Lugabasi rushed to friends Ms Nan Phyyffer and Ms Sophie Christo and asked for help

Together the trio looked after the woman, visiting her at the dump and wrapping her sores with bandages when she refused to go to hospital

The trio soon gained the trust of the community of homeless people at the dump. The three started a simple self-help centre teaching basic crocheting to a few homeless women

Today their centre is one of the most successful self-help projects

Their work resulted in the formation of the Christian Services Foundation, which also runs the City Shelter in Hillbrow, a children's ministry and chronic care projects



The Usindiso centre is not just another self-help group.

## WOMAN

The Usindiso centre received a sponsorship from the Department of Manpower to oversee the general running of the centre, including a supply of materials and pocket money given to students

The CSF has bought further equipment including sewing machines

"As time went on and the demand increased, the project expanded," said the centre's manager Ms Els Cleet

"The centre now caters for women from different townships on the Reef. In 1988, the dressmaking course was introduced as well as patchwork and crocheting," she said

"There are seven

gan last year and is aimed at helping them when they start their own businesses

Last week, the centre presented its first achiever award according to trainer Ms Thembeke Myathaza. The recipient was a woman who went through the self-improvement course

and now runs a successful business

"The women here are being trained in home craft to treat an immediate need which is unemployment," she said

"They are not being trained for industry because even in that field jobs are scarce"

Is your environment secure?

IS THIS YOUR PROBLEM?

By Karen Williams

# Restoring furniture - for fun or fortune

South 12/12 - 18/12/91

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THE RESTORER SCHOOL of Restoration offers two exciting courses for aspirant furniture restorers. Candidates may choose a one-year full-time diploma course in the art and craft of antique and contemporary furniture restoration or a two-year part-time diploma course.

While the diploma course is aimed mainly at matriculants, adults who want to change careers are also invited to attend.

The course will also appeal to interested laypersons, do-it-yourself en-

thusiasts, antique dealers, interior decorators and museum personnel.

The diploma is not compulsory for those who do the course as a hobby.

Classes at the school of restoration are in the form of workshops and lectures as well as practical training.

Students work on their own items of furniture, as well as items supplied by the school and public.

This ensures wide experience on a variety of antique as well as contemporary furniture restoration.

The history of furniture is also dealt

with in the theory section.

Students must pass all theory and practical examinations during the year and attain a minimum of 65 percent.

Marks are also given for written examinations and assignments as well as for major exhibitions of students' work held at the end of the year. Exhibitions are judged by independent panels of judges.

While entrance to the diploma course is open to matriculants, exceptions are made for applicants without formal education who show strong

potential

Prospective students are also interviewed before being accepted into the courses.

The one year full-time course takes place on three week-day mornings and the course runs in accordance with the Cape schools' calendar.

The two-year part-time course is also run on the Cape schools calendar and classes are held one morning a week. Full-time course fees are R3 800 for the year, while the two-year course costs R1 500 a year.

Mr Ralph Mothes, the school principal, runs the Restorer School of Restoration from a Victorian school hall.

Mothes completed a three-year apprenticeship with a cabinet maker and restorer in Hamburg.

The school of restoration was established in 1983, and Mothes regularly lectures at the Grahamstown Festival and in various centres throughout the country.

He wrote a manual, "The Restorer's Workshop", and spent several months in Australia where he was in charge of the Goodwood Antique and Restoration Centre.

# Technical skills are key to jobs - expert

Sowetan 13/12/91

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By PHANGISILE MTSHALI

ACQUIRING technical skills was the best hope for school leavers to finding and keeping jobs, Mr David Kramer, executive director of Protec, said yesterday.

This follows predictions that only a tenth of 1991 matriculants will get employment

Kramer said it was a cruel paradox that only 40 percent of South Africa's employable population could not find work in the formal sector while employees were "crying out for workers with technological skills".

"Of the more than 14 million people wanting to work, only eight million actually have jobs," he said.

"This means more than 40 percent of our economically active population are job-seekers, with little hope of finding employment

"By the end of the century South Africa will have almost a million fewer skilled workers than the economy will need. There is no question that a school leaver's best hope for finding and keeping work is to offer technical skills."

Kramer said South Africa's failure to produce an adequate supply of technologically competent people had had a severe impact on the country's economy same as sanctions, disinvestment and lack of confidence.

"While there is little we can do for school leavers of the last five years who are not technologically handicapped, it is imperative we teach the next generation to make themselves employable by taking correct crucial decisions when they are in Standard 7 or 8," Kramer said.

"We must teach them to invest in mathematics and science, as this will ensure them a competitive edge when they leave school"

To guide the youngster he suggested

- \* Career counselling, visits to career centres and analysing and discussing job advertisements so that they understand what employers want.

- \* Encouraging tertiary study in technical fields, at technikons rather than at universities

- \* Encouraging pupils to take maths and science for matric, thereby ensuring their future employment prospects improve a thousand-fold

- \* Encouraging pupils to enter apprenticeships, as employment prospects for artisans are as good as for university graduates.

- \* School leavers should seek employment in technical areas which afford further training opportunities even though initial salaries or wages may be low.

- \* Enrolling in skills training programmes which they can afford.



## Wine courses to merge <sup>(179)</sup>

~~Stellenbosch~~  
STELLENBOSCH — The KWV's wine courses are to be merged into the Cape Wine Academy from January 1992, the KWV and Stellenbosch Farmers' Winery (SFW) said in a statement yesterday *B1 Day*

KWV and SFW have in the past 12 years made an enormous contribution to promoting the industry through wine education, the statement said *13/12/91*.

The academy, which has been completely funded by SFW since its inception, will now become an independent educational institute continuing the tradition of wine education

Academy principal Phyllis Hands said the interest in wine courses and wine education continued to grow and an even broader spectrum of courses could be on offer. — Sapa

## Arm Scor aids its jobless

LINDEN BIRNS

ARMSCOR has recommended to its retrenched workers that they contact a Pretoria-based consulting agency for retraining in other careers

Pamphlets advising workers to contact Mandevco Consultants in Sunnyside accompanied the retrenchment letters given to several hundred Arm Scor employees recently, a spokesman for the agency confirmed

For a fee of R1 000, retrenched Arm Scor staff would be able to use training facilities at Mandevco's Job Success Centre which is to be opened in January, Mandevco director Janneke Erasmus said

Arm Scor has allocated R1 000 to each retrenched staff member for further training. The money is available for three months after the severance date

Erasmus said the Job Success Centre would operate between January 6 and March 30 1992

In September, Arm Scor chairman Johan van Vuuren announced that 5 000 staff members were to be axed by April 1992

# Technical skills young job-seekers' key to future

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BIDAY 20/12/91

VERA VON LIERES

SCHOOL-LEAVERS' best hope of finding and keeping work is to offer employers technical skills, says Programme for Technological Careers executive director David Kramer

Unemployment figures in the technical fields were low — 0,3% as opposed to the national average of more than 40%, said Kramer

“But it is precisely here that we have failed as fewer than 1% of the 1991 black matriculants will have passed in technical subjects. Of the more than 200 000 who do not pass matric, a deplorably small percentage will even have attempted maths and science, which places them (failed matriculants) at a permanent competitive disadvantage”

Government's recent announcement of a draft model for school education with its emphasis on the need to move away from an academically-oriented system to one directed towards vocational training was a very positive development, Kramer said. It indicated a recognition of the need to create a relationship between the education system and the economy. However, government could only solve the problem in education if, in

the long term, there was a partnership with business and the community, he said

One of the fundamental problems centred on the poor learning culture and lack of motivation in the classrooms. In addition, teacher motivation was lacking in many instances

It was paradoxical that while employers were crying out for workers with technological skills, about 40% of SA's economically active population could not find work in the formal sector, Kramer said

## Paradox

Of the more than 14-million people looking for work, only about 8-million had jobs, with more than 40% of the population being job-seekers who had little hope of finding employment

“The paradox is that by the turn of the century SA will have almost a million fewer skilled workers than the economy will need”

To meet the expectations of job-seekers and alleviate the desperate socio-political problems of joblessness, SA needed an annual growth

rate of about 7%. However, while in all modern economies technology was the prime generator of wealth, SA did not have the technologically competent workforce either to achieve or sustain the desired level of growth

For a variety of reasons, which included a lack of facilities and lack of skilled teachers, maths and science were neglected or rejected at black schools

“But it is these subjects that give students a head start, and we fail to help them in their career planning if we do not stress that, as school-leavers, they must have achieved certain levels of technological competence if they are to find meaningful employment”

Ways of guiding young people in the correct decisions included career counselling and visits to career centres, encouraging tertiary study in technical fields at technikons rather than universities, encouraging students to enter apprenticeships, and encouraging students to look for employment in technical areas which afforded further training opportunities, although initial salaries or wages could be lower, said Kramer

## Liquor Act exemption

C

vasgestel by Goewermentskennisgewing No R 2833 van 28 Desember 1984 soos verleng by Goewermentskennisgewings Nos R. 2823 van 24 Desember 1987 en R 169 van 1 Februarie 1991, met n tydperk van vyf jaar wat op 31 Desember 1996 eindig

**D. P. A. SCHUTTE,**

Adjunkminister van Mannekrag

**No. R. 3079**

**20 Desember 1991**

WET OP MANNEKRAGOPLEIDING, 1981  
VAKLEERLINGOPLEIDINGSKEMA VIR DIE PLAAS-  
LIKE OWERHEIDSONDERNEMING  
VERBETERINGSKENNISGEWING

Ek, Daniel Pieter Antonie Schutte, Adjunkminister van Mannekrag, handelende kragtens artikel 39 (6) van die Wet op Mannekragopleiding, 1981, wysig hierby die datum van inwerkingtreding van Goewermentskennisgewing No R 1792 van 2 Augustus 1991 deur die uitdrukking van "1 Julie 1991" met die uitdrukking "vanaf die datum van publikasie van hierdie kennisgewing" te vervang

**D. P. A. SCHUTTE,**

Adjunkminister van Mannekrag

**No. R. 3080**

**20 Desember 1991**

WET OP MANNEKRAGOPLEIDING, 1981  
OPLEIDINGSKEMA VIR DIE PLASTIEKNYWERHEID

Ek, Daniel Pieter Antonie Schutte, Adjunkminister van Mannekrag, handelende kragtens artikel 39 (5) van die Wet op Mannekragopleiding, 1981, verklaar hierby dat die bepalings van die Skema wat in die Bylae hiervan verskyn, met ingang van die datum van publikasie hiervan vir 'n tydperk wat op 30 November 1996 eindig, bindend is vir alle werkgewers en werknemers wat betrokke is by of in diens is in die Plastieknywerheid in die Republiek van Suid-Afrika

**D. P. A. SCHUTTE,**

Adjunkminister van Mannekrag

**BYLAE**

Die Opleidingskema vir die Plastieknywerheid, hierna genoem "die Nywerheid", is ingestel deur die Plastiekfederasie van Suid-Afrika kragtens artikel 39 (4) van die Wet op Mannekragopleiding, 1981, vir die opleiding van werknemers in die Nywerheid en maak voorsiening vir die instelling van 'n fonds vir die doeleindes van die Skema, die betaling van bydraes aan die Fonds deur werkgewers in die Nywerheid en die aanstelling van die Plastieknywerheidopleidingsraad om die Fonds, wat as die "Plastieknywerheidopleidings- en -ontwikkelingsfonds" bekend sal staan, te administreer

**1. Naam van die Skema**

Die naam van die Skema is die "Plastieknywerheidopleidingskema"

by Government Notice No R 2833 of 28 December 1984, as extended by Government Notices Nos R 2823 of 24 December 1987 and R 169 of 1 February 1991, with a period of five years ending on 31 December 1996

**D. P. A. SCHUTTE,**

Deputy Minister of Manpower

**No. R. 3079**

**20 December 1991**

MANPOWER TRAINING ACT, 1981  
APPRENTICE TRAINING SCHEME FOR THE LOCAL  
AUTHORITY UNDERTAKING  
CORRECTION NOTICE

I, Daniel Pieter Antonie Schutte, Deputy Minister of Manpower, acting in terms of section 39 (6) of the Manpower Training Act, 1981, hereby amend the date of coming into operation of Government Notice No R 1792 of 2 August 1991 by the substitution for the expression "1 July 1991" of the expression "the date of publication of this notice"

**D. P. A. SCHUTTE,**

Deputy Minister of Manpower

**No. R. 3080**

**20 December 1991**

MANPOWER TRAINING ACT, 1981  
TRAINING SCHEME FOR THE PLASTICS  
INDUSTRY (179)

I, Daniel Pieter Antonie Schutte, Deputy Minister of Manpower, acting in terms of section 39 (5) of the Manpower Training Act, 1981, 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 30 November 1996, upon all employers and employees who are engaged or employed in the Plastics Industry in the Republic of South Africa

**D. P. A. SCHUTTE,**

Deputy Minister of Manpower.

**SCHEDULE**

The Training Scheme for the Plastics Industry, hereinafter referred to as "the Industry", has been established by the Plastics Federation of South Africa in terms of section 39 (4) of the Manpower Training Act, 1981, for the training of employees in the Industry and provides for the establishment of a fund for the purposes of the Scheme, the payment of contributions to the Fund by employers in the Industry and the appointment of the Plastics Industry Training Board to administer the Fund, which shall be known as the "Plastics Industry Training and Development Fund"

**1. Name of the Scheme**

The name of the Scheme shall be the "Plastics Industry Training Scheme"

## 2. Toepassingsbestek van die Skema

Die bepalings van die Skema moet nagekom word deur alle werkgewers en werknemers in die Plastieknywerheid in die Republiek van Suid-Afrika

## 3. Woordomsrywings

Enige uitdrukking wat in hierdie Skema gebruik en in die Wet op Mannekragopleiding, 1981, omskryf word, het dieselfde betekenis as in die Wet en enige verwyssing na die Wet omvat enige wysigings aan die Wet en enige regulasies uitgevaardig ingevolge die Wet en tensy onbestaanbaar met die sinsverband beteken—

“**Fonds**” die Plastieknywerheidopleidings- en -ontwikkelingsfonds bedoel in klousule 5,

“**opleidingsaansporing**” enige skenking, subsidie, premie of ander voordeel, hetsy finansieel of andersins, betaal deur of verkry van die Fonds of geskenk ingevolge hierdie Skema aan 'n werkgewer vir die opleiding en ontwikkeling van sy werknemers,

“**Plastieknywerheid**” of “**Nywerheid**” is die nywerheid waarin werkgewers en werknemers geassosieer is vir die vervaardiging van plastieke, wat insluit die vervaardigers en verskaffers van plastiekstowwe en vervaardigers en verskaffers van toerusting wat hoofsaaklik gebruik word vir die prosessering van plastieke en ook die volgende prosesse en verwante prosesse insluit

Inspuitvorming,  
Blaasvorming,  
Deurdrukking,  
Kalendering,  
Draaivorming,  
Dompelbestryking,  
Kompressievorming,  
Gietvorming,  
Poeierbestryking;  
Mengselvorming;  
Lamellering;  
Draadwikkeling;  
Termovorming,  
Skuimprosesse;  
Kontakvorming;  
Deurtrekvorming,

“**Raad**” die Plastieknywerheidopleidingsraad,

“**Registrateur**” die Registrateur van Mannekragopleiding aangestel ingevolge die bepalings van die Wet,

“**Skema**” die Plastieknywerheidopleidingskema;

“**werknemer**” enige werknemer soos in die Wet omskryf, wat in diens is by of werk vir 'n werkgewer in die Nywerheid, en

“**Wet**” die Wet op Mannekragopleiding, 1981 (Wet No 56 van 1981)

## 2. Scope of application of the Scheme

The provisions of the Scheme shall be observed by all employers and employees in the Plastics Industry in the Republic of South Africa (199)

## 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 to the Act and any regulation issued 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 Plastics 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,

“**Fund**” means the Plastics Industry Training and Development Fund referred to in clause 5,

“**Plastics Industry**” or “**Industry**” means the Industry in which employers and employees are associated for the manufacturing of plastics, which includes manufacturers and suppliers of plastics materials and manufacturers and suppliers of equipment which is used primarily for the processing of plastics, and also the processes listed below, and any related processes

Injection Moulding,  
Blow Moulding,  
Extrusion;  
Calendering;  
Rotational Moulding,  
Dip Coating,  
Compression Moulding;  
Cast Moulding;  
Powder Coating;  
Compounding,  
Laminating;  
Filament Winding;  
Thermoforming,  
Foaming Processes,  
Contact Moulding;  
Pultrusion,

“**Registrar**” means the Registrar of Manpower Training appointed in terms of the provisions of the Act,

“**Scheme**” means the Plastics Industry Training Scheme, 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 this Scheme, to an employer for the training and development of his employees

**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 Nywerheid beskikbaar is en om die opleiding en ontwikkeling van werknemers op alle vlakke in die Nywerheid finansieel te ondersteun sodat alle bydraende werkgewers 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. Plastieknywerheidopleidings- en -ontwikkelingsfonds**

5.1 Hierby word 'n fonds gestig wat bekend sal staan as die Plastieknywerheidopleidings- en -ontwikkelingsfonds

5.2 Die fonds word geadmistreer deur die Plastieknywerheidopleidingsraad

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 Plastieknywerheidopleidingsraad**

6.1 Die Plastieknywerheidopleidingsraad is deur die Plastieknywerheid van Suid-Afrika 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

**7. Opgawes en bydraes tot die Fonds**

7.1 Elke werkgewer in die Nywerheid moet teen die 21ste dag van die tweede maand wat volg op die einde van elke kwartaal aan die Fonds by die Raad se Hoofkantoor, Posbus 1128, Edenvale, 1610, of enige sodanige ander adres wat van tyd tot tyd aan hom bekendgemaak mag word, 'n opgawe indien van die totale salarisse en lone wat hy gedurende die drie kalendermaande wat 31 Maart, 30 Junie, 30 September en 31 Desember van elke jaar voorafgaan, aan alle werknemers, uitgesonderd direkteure, in sy diens in die Nywerheid betaal het. Die werkgewer moet sodanige opgawes jaarliks deur 'n openbare ouditeur laat sertifiseer en 'n afskrif van die sertifikaat saam met sy eersvolgende opgawe aan die Raad stuur

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

**4. Objects of the Scheme**

The objects of the Scheme are— (179)

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 and the objects of the Board as set out in its constitution

**5. Plastics Industry Training and Development Fund**

5.1 There is hereby established a fund to be known as the Plastics Industry Training and Development Fund

5.2 The Fund shall be administered by the Plastics Industry 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 Plastics Industry Training Board**

6.1 The Plastics Industry Training Board has been established by the Plastics Industry of South Africa 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. Returns and contributions to the Fund**

7.1 Every employer in the Industry shall submit to the Fund at the Board's Head Office, P O Box 1128, Edenvale, 1610, or any such other address as he may be notified of from time to time, by the 21st day of the second month following the end of each quarter, a return showing the total salaries and wages paid by him to all employees, other than directors, employed by him in the Industry in the three calendar months preceding 31 March, 30 June, 30 September and 31 December of each year. The employer shall have such returns certified annually by a public auditor and shall forward a copy of the certificate with his next return to the Board

7.2 Where any such employees are employed partly in the Plastics Industry and partly in other industries, the proportion of the total 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 Plastics Industry to the total work done by the employee

7.3 Elke werkgewer in die Nywerheid moet teen die 21ste dag van die tweede maand wat volg op die einde van elke kwartaal aan die Fonds by die Raad se Hoofkantoor, Posbus 1128, Edenvale, 1610, per tjek 'n heffing betaal van 1% (een persent) van die totale salarisse en lone wat die werkgewer betaal het aan alle werknemers wat by hom in die Nywerheid in diens was gedurende die tydperk gedek deur die opgawe in subklousule 7.1 gespesifiseer

### 8. Inligting

8.1 Die Raad moet elke werkgewer in die Nywerheid 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 opleidingsaansporings 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.

8.2 Die Raad moet binne drie maande na afloop van elke finansiële jaar aan die Direkteur-generaal Mannekrag 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 inbetaal word in 'n bankrekening geopen in die naam van die Fonds.

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

9.3 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 30 Junie 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 ondervra ten einde vas te stel of die bepalings 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 teruggetrek word.

7.3 Every employer in the Industry shall pay by cheque to the Fund at the Plastics Industry Training Board's Head Office, P O Box 1128, Edenvale, 1610, by the 21st day of the second month following the end of each quarter, a levy of 1% (one per cent) of the total salaries and wages paid by him to all employees employed by him in the Industry in the period covered by the return specified in subclause 7.1

### 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 training 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 The Board shall, within three months after the close of each financial year, furnish the Director-General, Manpower 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 be deposited into a 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 persons as may from time to time be authorised thereto in writing by the Board.

9.3 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 30 June.

### 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. 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 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, voortspruitend 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 Opleidingsraad vir die Plastieknywerheid, Posbus 1128, Edenvale, 1610, ingedien word, wat sodanige aansoek tesame met enige aanbeveling deur die Raad moet deurstuur na die Direkteur-generaal Mannekrag

**No. R. 3096****20 Desember 1991**

WET OP ARBEIDSVERHOUDINGE, 1956  
 YSTER-, STAAL-, INGENIEURS- EN METALLUR-  
 GIESE NYWERHEID WYSIGING VAN HYSBAK-  
 INGENIEURSOOREENKOMS

Ek, Daniel Pieter Antonie Schutte, Adjunkminister 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 tweede Maandag na publikasie van hierdie kennisgewing en vir die tydperk wat op 30 Junie 1992 eindig, bindend is vir die werkgewersorganisasie en die vakverenigings wat die Wysigingsooreenkoms aangegaan het en vir die werkgewers en werknemers wat lede van genoemde organisasie of verenigings is, en

(b) kragtens artikel 48 (1) (b) van genoemde Wet, dat die bepalings van die Wysigingsooreenkoms, uitgesonderd die vervat in klousule 1 (2) met ingang van die tweede Maandag na publikasie van hierdie kennisgewing en vir die tydperk wat op 30 Junie 1992 eindig, bindend is vir alle ander werkgewers en werknemers as die 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

**D. P. A. SCHUTTE,**

Adjunkminister van Mannekrag

**12. Indemnity (179)**

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 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 Plastics Industry Training Board, P O Box 1128, Edenvale, 1610, which shall forward such application together with any recommendation by the Board to the Director-General Manpower

**No. R. 3096****20 December 1991****LABOUR RELATIONS ACT, 1956**

**IRON, STEEL, ENGINEERING AND METALLURGI-  
 CAL INDUSTRIES. AMENDMENT OF THE LIFT  
 ENGINEERING AGREEMENT**

I, Daniel Pieter Antonie Schutte, 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, with effect from the second Monday after the date of publication of this notice and for the period ending 30 June 1992, upon the employers' organisation and the trade unions which entered into the Amending Agreement and upon the employers and employees who are members of the said organisation 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 clause 1 (2) shall be binding, with effect from the second Monday after the date of publication of this notice and for the period ending 30 June 1992, 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

**D. P. A. SCHUTTE,**

Deputy Minister of Manpower.



This left 4,5-million unconnected houses which fall under other supply authorities such as homelands and municipalities

An Eskom spokesman said the estimated R6bn cost of the Electricity for All programme was calculated by using an average connecting cost of R2 000 per household and a figure of 3-million unconnected homes within reach of its grid

## Clean-up begins in Phola Park

TIM COHEN

IN THE first step towards becoming a proper town, Phola Park squatter camp is being given a Christmas present — the immediate removal of huge piles of refuse.

Transvaal MEC for Physical Planning and Development John Mavuso said in a statement yesterday that the refuse removal had begun and would be followed by the provision of running water and toilet facilities

Early in 1992, Phola Park would become a proper town, following the allocation of R15m by the IDT for the development of 2 000 service sites.

Phola Park has been the scene of numerous bloody clashes between residents and nearby Thokoza hostel dwellers.

Mavuso said the hostels in Thokoza would be upgraded. Plans for this were still being prepared.

The construction of the town would be primarily in the hands of the community, which has planned the layout of the town and the design of the houses

Contractors were invited to introduce themselves to their nearest Eskom district to keep informed about opportunities and bid for projects

According to a study by Prof Geert de Wet of Pretoria University, the electrification of 1-million households over five years could create 270 000 jobs and add 5% to SA's GDP

that Welgemoed had invited a delegation to meet him in Cape Town on Friday to discuss the issue

"The restructuring of the transport policy should go along with the overall economic policy — this has not been followed," he said

## SA is 'still producing too many academics, too few technicians'

THOUGH there is a distinct move towards technical and vocational study, most degrees awarded at SA universities continue to be in the arts, social science and education fields

The SA Institute of Race Relations' latest Social and Economic Update, released yesterday, said enrolments at technicians increased 258,2% between 1986 and 1990, while university enrolments rose 54,5%

Between 1975 and 1979 student enrolments at technicians grew 14,5% and university enrolments 54%

Of the university degrees awarded in 1989, 60% were in arts, social science and education, 13% in science and engineering and 9% in medicine

Update said the country was still producing too few technicians and more academically oriented graduates than it could absorb

The percentage of pupils remaining at school until matriculation had improved from 6,3% in 1980 to 13,6% in 1985 and 33,5% in 1990

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In its health and welfare section, R104) on transport — Sapa

Update said another 45 000 places needed to be provided for black children in children's homes to achieve parity with accommodation provided for white children.

National Health Minister Dr Rina Venter had acknowledged that government spent six times more on children's homes for whites than on those for blacks

About R34,7m was spent on 5 075 white children and R5,7m on 1 257 black children, representing expenditure of R6 837 on each white child and R4 535 on each black child

Update reported a growing incidence of tuberculosis. The Department of National Health and Population Development said that in 1988 there were 57 704 cases, in 1989, 68 075, and in 1990, a provisional figure of 65 435 was given. Reports for that year were not yet complete.

Formal housing remained unaffordable for most blacks

Between 60% and 80% of the urban black population earned between R400 and R800 a month

Of this, about 37% (R148-R296) would be spent on food and 13% (R53-R104) on transport — Sapa

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## Stokvels at Bank workshop

WILSON ZWANE

Lukhele said the Reserve Bank indicated last year it was committed "to stabilising and promoting" stokvels (SA)

Van Greuning said the informal savings clubs had a large potential to provide efficient financial services if they were to function within "a proper statutory framework conducive to their particular environment and development"

"Such a framework should take cognisance of the risks involved in these financial arrangements," he said

Lukhele said the stokvel sector relied on prudential regulation in the form of market discipline to protect the interests of their members

"In place of formal mechanisms, informal agents rely on their knowledge of one another to reduce the risk of lending"

If this form of regulation were to be replaced by more advanced levels of prudential regulation, consisting of extensive rules and regulations, the flexibility and low cost of a stokvel operation would be diminished, Lukhele said

THE SA Reserve Bank will convene a workshop on the regulation of informal savings institutions next month to which all interested parties, including the National Stokvels Association of SA (Nasasa), have been invited.

Nasasa president Andrew Lukhele confirmed his organisation had been invited to the workshop 24/12/91

"The convening of such a workshop is in keeping with government's undertaking that input will be required from the stokvels before the new Deposit-Taking Institutions Act is finalised," Lukhele said

The Act will be amended to find a new approach to the regulation of informal financial institutions

The office of the Registrar of Deposits-Taking Institutions said details of the workshop had still to be finalised

But Reserve Bank Registrar of Banks and Building Societies Henne van Greuning has said his office had been assigned the task of rewriting the Mutual Building Societies Act "in consultation with the market to address the financial needs of the broader community"

## Road deaths drop, but still costly to economy

WILSON ZWANE

It has been estimated that road deaths cost SA about R6bn annually.

However, this year's road fatalities were lower than the 800 deaths during the same period last year

Road deaths this year included 75 occupants of minibus taxis. A Sabta spokesman said the decrease in collisions involving minibus taxis (99 people died in such collisions last December) was partly due to his organisation's safety campaign

ROAD fatalities have cost SA's economy more than R147m since the start of the December holiday — but the figures are well down on last year's

A National Road Safety Council (NRSC) spokesman said road fatalities since December 3 stood at 466 yesterday. Of those, 187 were in the Transvaal, 107 in the Cape, 98 in Natal and 74 in the Free State

"Each road fatality costs the country's economy R316 000 in lost production, damage to property, medical costs and legal costs," the spokesman said

This left 2.3-million unconnected houses which fall under other supply authorities such as homelands and municipalities.

An Eskom spokesman said the estimated R6bn cost of the Electricity for All programme was calculated by using an average connecting cost of R2 000 per household and a figure of 3-million unconnected homes within reach of its grid.

Contractors were invited to introduce themselves to their nearest Eskom district to keep informed about opportunities and bid for projects.

According to a study by Prof Geert de Wet of Pretoria University, the electrification of 1-million households over five years could create 270 000 jobs and add 5% to SA's GDP.

that Welgemoed had invited a delegation to meet him in Cape Town on Friday to discuss the issue.

"The restructuring of the transport policy should go along with the overall economic policy — this has not been followed," he said.

## Clean-up begins in Phola Park

TIM COHEN

IN THE first step towards becoming a proper town, Phola Park squatter camp is being given a Christmas present — the immediate removal of huge piles of refuse. MEC for Physical Planning and Development John Mavuso said in a statement yesterday that the refuse removal had begun and would be followed by the provision of running water and toilet facilities.

Early in 1992, Phola Park would become a proper town, following the allocation of R15m by the IDT for the development of 2 000 service sites.

Phola Park has been the scene of numerous bloody clashes between residents and nearby Thokoza hostel dwellers.

Mavuso said the hostels in Thokoza would be upgraded. Plans for this were still being prepared.

The construction of the town would be primarily in the hands of the community, which has planned the layout of the town and the design of the houses.

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## SA is 'still producing too many academics, too few technicians'

THOUGH there is a distinct move towards technical and vocational study, most degrees awarded at SA universities continue to be in the arts, social science and education fields.

The SA Institute of Race Relations' latest Social and Economic Update, released yesterday, said enrolments at technicians increased 28,2% between 1986 and 1990, while university enrolments rose 54,5%.

Between 1975 and 1979 student enrolments at technicians grew 14,5% and university enrolments 54%.

Of the university degrees awarded in 1989, 60% were in arts, social science and education, 13% in science and engineering and 9% in medicine.

Update said the country was still producing too few technicians and more academically oriented graduates than it could absorb.

The percentage of pupils remaining at school until matriculation had improved from 6,3% in 1980 to 13,6% in 1985 and 33,5% in 1990.

The DET had committed itself to overcoming backlogs in provision of textbooks, allocating R61,1m for books this year, and another R69,7m for books next year.

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Update reported a growing incidence of tuberculosis. The Department of National Health and Population Development said that in 1988 there were 57 704 cases, in 1989, 68 075, and in 1990, a provisional figure of 65 435 was given. Reports for that year were not yet complete.

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# Fewer degrees in science - survey

*Sowetan 27/12/91*  
THOUGH there is a distinct move towards technical and vocational study, most degrees awarded at universities continue to be in the arts, social science and education fields

According to the South African Institute of Race Relations' latest *Social and Economic Update*, from 1986 to 1990 enrolments at technikons increased by 258,2 percent, while university enrolments increased by 54,5 percent

By contrast, between 1975 and 1979, student enrolments in technikons grew by 14,5 percent and university enrolments by 54 percent

Other research conducted by the institute shows that of the degrees awarded at South African universities in 1989, 60 percent were in arts, social science and education, only 13 percent in science and engineering and 9 percent in medicine

The country is still producing too few technicians and more academically oriented graduates than it can absorb

Update notes that the Government, through its Education Renewal Strategy, has recommended an investigation into the possibility of setting further restrictions on

admissions to universities

The Department of Education and Training has committed itself to overcoming backlogs in the provision of textbooks and has allocated R61,1 million for books in the current year, with another allocation of R69,7 million for books in the 1992 school year

In its health and welfare section, Update points out that another 45 000 places in children's home would need to be provided for African children in order to achieve parity with accommodation provided for white children

Some R34,7 million was spent on 5 075 white children and R5,7 million on 1 257 African children, representing expenditure of R6 837 a white child and R4 535 an African child

Update reports a growing incidence of tuberculosis, which has shown scarcely any decline in 26 years

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