

**PLEASE READ THIS FIRST**

**PURPOSE OF THIS FORM**

This form enables employers to comply with Section 21 of the Employment Equity Act 55 of 1998.

This form contains the format for employment equity reporting by employers to the Department of Labour. Both small employers (i.e. employers employing fewer than 150 employees) and large employers (i.e. employers employing 150 or more employees) are required to use this form.

Those employers who are not designated, but wish to voluntarily comply, must also use this reporting form.

Although all sections of this form apply to large employers, small employers are not required to complete Section F of the form.

**WHO SHOULD COMPLETE THIS FORM?**

All designated employers that have to submit a report in terms of the Employment Equity Act, 55 of 1998. Employers who wish to voluntarily comply with the reporting requirements of the Act are also required to complete this form.

**WHEN SHOULD EMPLOYERS REPORT?**

Large employers must submit their first report within six months of being designated, and thereafter annually on the first working day of October; and small employers must submit their first report within twelve months of being designated, and thereafter on the first working day of October of every year that ends with an even number.

**ESSENTIAL REQUIREMENTS**

Large employers, i.e. employers with 150 and more employees, must complete the entire EEA2 reporting form. Small employers, i.e. employers with fewer than 150 employees, must only complete areas of the EEA2 form that apply to them.

Guidance to overcome difficulties in order to complete the form properly must be obtained from the Department prior to completing and submitting the report.

**SEND TO:**

Employment Equity Registry  
The Department of Labour  
Private Bag X117  
Pretoria 0001

Online reporting: [www.labour.gov.za](http://www.labour.gov.za)  
Helpline: 0860101018

**SECTION A: EMPLOYER DETAILS & INSTRUCTIONS**

Trade name	University of the Free State
DTI registration name	Not applicable
DTI registration number	Not applicable
PAYE/SARS number	7120710266
UIF reference number	1368922
EE reference number	1690
Seta classification	Public Higher Education Institution (ETDP)
Industry/Sector	Tertiary Education
Telephone number	051 4019111
Fax number	
Email address	
<b>Postal address</b>	P O Box 339 Bloemfontein
Postal code	9300
City/Town	Bloemfontein
Province	Free State
<b>Physical address</b>	205 Nelson Mandela Drive Bloemfontein
Postal code	9300
City/Town	Bloemfontein
Province	Free State
<b>Details of CEO at the time of submitting this report</b>	
Name and surname	Prof J D Jansen
Telephone number	051 4017000
Fax number	051 4013669
Email address	rector.rd@ufs.ac.za
<b>Details of Employment Equity Senior Manager at the time of submitting this report</b>	
Name and Surname	Prof DA Viljoen
Telephone number	051 4013735
Fax number	051 4013738
Email address	viljoenn.rd@ufs.ac.za
<b>Business type</b>	
<input type="checkbox"/> Private Sector	<input type="checkbox"/> Parastatal
<input type="checkbox"/> National Government	<input type="checkbox"/> Provincial Government
<input type="checkbox"/> Local Government	<input checked="" type="checkbox"/> Educational Institution
<input type="checkbox"/> Non-profit Organization	
<b>Information about the organization at the time of submitting this report</b>	
Number of employees in the organization	<input type="checkbox"/> 0 to 49 <input type="checkbox"/> 50 to 149 <input checked="" type="checkbox"/> 150 or more
Is your organization an organ of State?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is your organisation part of a group / holding company? If yes, please provide the name.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No _____
Date of submitting this report	<u>18 / 09 / 2009</u> DD / MM / YYYY

**Please indicate below the period the report covers (in the case of large employers the preceding twelve months and for small employers twenty-four months, except for first time reporting where the period may be shorter):**

**From (date):** 01 / 08 /2008 **To (date):** 31/ 07 /2009  
 DD / MM / YYYY DD / MM / YYYY

**Please indicate below the duration of your current employment equity plan:**

**From (date):** 01/ 10 /2007 **To (date):** 30 /09 /2010  
 DD / MM / YYYY DD / MM / YYYY

### Please read this first

- a. The method of reporting should remain for the period of the plan, and must be consistent from reporting period to reporting period.
- b. Employers must refrain from leaving blank spaces or using a dash (-) when referring to the value "0" (Zero) or the word "No". All relevant areas of the form must be fully and accurately completed by employers. Designated employers who fail to observe this provision will be deemed not to have reported.
- c. "Temporary employees" mean workers who are employed to work for three consecutive months or less.
- d. The **Numerical goal** is the workforce profile the employer projects to achieve at the end of the employer's current employment equity plan (EE Plan). The numerical goals of the employer must be the same for the entire duration of the EE Plan.
- e. The **Numerical target** is the workforce profile the employer projects to achieve by the end of the next reporting period.
- f. Large employers, i.e. employers with 150 and more employees, must complete the entire EEA2 reporting form. Small employers, i.e. employers with fewer than 150 employees, must only complete areas of the EEA2 form that apply to them. Areas that only apply to small employers shall be made available by the Department of Labour in a separate form as well.
- g. The alphabets "A", "C", "I", "W", "M" and "F" used in the tables have the following corresponding meanings and must be interpreted as "Africans", "Coloureds", "Indians", "Whites", "Males" and "Females" respectively.

## SECTION B: WORKFORCE PROFILE AND CORE & SUPPORT FUNCTIONS

### 1. WORKFORCE PROFILE

1.1 Please report the total number of **employees** (including employees with disabilities) in each of the following **occupational levels**: Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	1	2	0	2	0	0	0	1	0	0	6
Senior management	2	2	0	14	2	0	0	0	0	0	20
Professionally qualified and experienced specialists and mid-management	19	2	1	219	3	0	0	112	9	0	365
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	72	17	4	192	65	16	6	383	6	6	767
Semi-skilled and discretionary decision making	123	10	1	140	129	51	2	443	22	10	931
Unskilled and defined decision making	181	15	0	10	168	13	0	0	0	0	387
<b>TOTAL PERMANENT</b>	<b>398</b>	<b>48</b>	<b>6</b>	<b>577</b>	<b>367</b>	<b>80</b>	<b>8</b>	<b>939</b>	<b>37</b>	<b>16</b>	<b>2476</b>
Temporary employees	270	13	5	384	181	11	6	384	67	38	1358
<b>GRAND TOTAL</b>	<b>668</b>	<b>61</b>	<b>11</b>	<b>961</b>	<b>548</b>	<b>91</b>	<b>14</b>	<b>1323</b>	<b>104</b>	<b>54</b>	<b>3835</b>

1.2 Please report the total number of **employees with disabilities only** in each of the following occupational levels: Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	2	0	0	0	0	0	0	2
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	0	0	0	0	0	0	0	3	0	0	3
Semi-skilled and discretionary decision making	1	0	0	2	2	0	0	3	0	0	8
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PERMANENT</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>13</b>
Temporary employees	0	0	0	1	0	0	0	0	0	0	1
<b>GRAND TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>14</b>

## 2. Core Operation Functions and Support Functions by Occupational Level

A job could either be a **Core operation** function or a **Support** function. **Core operation Function** positions are those that directly relate to the core business of an organization and may lead to revenue generation e.g. sales production, etc. **Support Function** positions provide infrastructure and other enabling conditions for revenue generation e.g. human resources corporate services etc.

2.1 Please indicate the total number of employees (including people with disabilities), that are involved in **Core Operation Function** positions at each level in your organization only. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	1	2	0	2	0	0	0	1	0	0	6
Senior management	0	1	0	5	1	0	0	0	0	0	7
Professionally qualified and experienced specialists and mid-management	15	2	1	198	2	0	0	106	9	0	333
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	44	11	3	91	38	8	4	179	6	5	389
Semi-skilled and discretionary decision making	14	0	1	47	10	2	0	39	16	8	137
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PERMANENT</b>	74	16	5	343	51	10	4	325	31	13	872
Temporary employees	200	8	4	270	110	8	4	244	45	18	911
<b>GRAND TOTAL</b>	274	24	9	613	161	18	8	569	76	31	1783

2.2 Please indicate the total number of employees (including people with disabilities), that are involved in **Support Function** positions at each level in your organization. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	2	1	0	9	1	0	0	0	0	0	13
Professionally qualified and experienced specialists and mid-management	4	0	0	21	1	0	0	6	0	0	32
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	28	6	1	101	27	8	2	204	0	1	378
Semi-skilled and discretionary decision making	109	10	0	93	119	49	2	404	6	2	794
Unskilled and defined decision making	181	15	0	10	168	13	0	0	0	0	387
<b>TOTAL PERMANENT</b>	324	32	1	234	316	70	4	614	6	3	1604
Temporary employees	70	5	1	114	71	3	2	140	22	20	448
<b>GRAND TOTAL</b>	394	37	2	348	387	73	6	754	28	23	2052

## SECTION C: WORKFORCE MOVEMENT

### 3. Recruitment

3.1 Please report the total number of new recruits, including people with disabilities. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	1	0	0	0	0	0	0	0	0	1
Senior management	0	0	0	1	0	0	0	1	0	0	2
Professionally qualified and experienced specialists and mid-management	1	0	0	8	0	0	0	6	1	0	16
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	5	1	0	23	6	5	0	35	2	0	77
Semi-skilled and discretionary decision making	41	3	1	58	44	18	0	99	18	5	287
Unskilled and defined decision making	19	2	0	1	8	0	0	0	0	0	30
<b>TOTAL PERMANENT</b>	66	7	1	91	58	23	0	141	21	5	413
Temporary employees	253	8	3	185	156	8	6	252	34	32	937
<b>GRAND TOTAL</b>	319	15	4	276	214	31	6	393	55	37	1350

### 4. Promotion

4.1 Please report the total number of promotions into each occupational level, including people with disabilities. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	2	0	0	17	0	0	0	10	2	0	31
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	3	0	1	9	2	1	0	17	0	0	33
Semi-skilled and discretionary decision making	2	0	0	1	1	1	0	18	0	0	23
Unskilled and defined decision making	0	0	0	0	1	0	0	0	0	0	1
<b>TOTAL PERMANENT</b>	7	0	1	27	4	2	0	45	2	0	88
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
<b>GRAND TOTAL</b>	7	0	1	27	4	2	0	45	2	0	88

## 5. Termination

5.1 Please report the total number of terminations in each occupational level, including people with disabilities. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	1	0	0	0	0	0	0	1
Senior management	0	0	0	2	1	0	0	2	0	0	5
Professionally qualified and experienced specialists and mid-management	1	0	0	37	0	0	0	20	0	0	58
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	17	3	1	53	14	2	1	102	4	2	199
Semi-skilled and discretionary decision making	88	3	2	89	87	15	2	192	24	21	523
Unskilled and defined decision making	15	0	0	3	11	1	0	0	0	0	30
<b>TOTAL PERMANENT</b>	121	6	3	185	113	18	3	316	28	23	816
Temporary employees	183	6	2	155	117	8	5	147	27	20	670
<b>GRAND TOTAL</b>	304	12	5	340	230	26	8	463	55	43	1486

5.2 Please report the total number of terminations, including people with disabilities, in each termination category below. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Terminations	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Resignation	24	0	1	29	23	3	1	43	1	4	129
Non-renewal of contract	259	12	4	286	197	23	7	395	54	39	1276
retrenchment – Operational requirements	2	0	0	0	2	0	0	1	0	0	5
Dismissal - misconduct	8	0	0	3	3	0	0	0	0	0	14
Dismissal - incapacity	0	0	0	1	0	0	0	3	0	0	4
Retirement	9	0	0	18	4	0	0	20	0	0	51
Death	2	0	0	1	1	0	0	1	0	0	5
<b>TOTAL</b>	304	12	5	338	230	26	8	463	55	43	1484

## SECTION D: SKILLS DEVELOPMENT

### 6. Skills Development

6.1 Please report the total number of people from the designated groups, including people with disabilities, who received training **solely** for the purpose of achieving the numerical goals, and not the number of training courses attended by individuals. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	4	0	0	0	12	4	0	0	20
Semi-skilled and discretionary decision making	7	0	0	0	10	2	0	0	19
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
<b>TOTAL PERMANENT</b>	11	0	0	0	22	2	0	0	0
Temporary employees	0	0	0	0	0	0	0	0	0
<b>GRAND TOTAL</b>	11	0	0	0	22	6	0	0	39

6.2 Please report the total number of **people with disabilities only** who received training **solely** for the purpose of achieving the numerical goals, and not the number of training courses attended by individuals. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	0	0	0	0	0	0	0	0	0
Semi-skilled and discretionary decision making	0	0	0	0	1	0	0	0	1
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
<b>TOTAL PERMANENT</b>	0	0	0	0	1	0	0	0	1
Temporary employees	0	0	0	0	0	0	0	0	0
<b>GRAND TOTAL</b>	0	0	0	0	1	0	0	0	1

## SECTION E: NUMERICAL GOALS & TARGETS

### 7. Numerical goals

7.1 Please indicate the numerical goals (i.e. the workforce profile) you project to achieve for the total number of employees, including people with disabilities, at the end of your current employment equity plan in terms of occupational levels. Note: A=Africans, C=Coloureds, I=Indians and W=Whites:

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	1	2	0	2	0	0	0	1	0	0	6
Senior management	2	2	0	14	1	0	0	1	0	0	20
Professionally qualified and experienced specialists and mid-management	29	3	2	190	8	0	0	124	9	0	365
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	97	21	4	190	78	17	7	340	6	6	766
Semi-skilled and discretionary decision making	137	10	2	140	140	53	4	413	22	10	931
Unskilled and defined decision making	181	15	0	11	169	13	0	0	0	0	389
<b>TOTAL PERMANENT</b>	<b>447</b>	<b>53</b>	<b>8</b>	<b>547</b>	<b>396</b>	<b>83</b>	<b>11</b>	<b>879</b>	<b>37</b>	<b>16</b>	<b>2477</b>
Temporary employees	270	13	5	383	181	11	6	384	66	38	1357
<b>GRAND TOTAL</b>	<b>717</b>	<b>66</b>	<b>13</b>	<b>930</b>	<b>577</b>	<b>94</b>	<b>17</b>	<b>1263</b>	<b>103</b>	<b>54</b>	<b>3834</b>

7.2 Please indicate the numerical goals (i.e. the workforce profile) you project to achieve for the total number of **employees with disabilities only** at the end of your current employment equity plan in terms of occupational levels.

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	2	0	0	0	0	0	0	2
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	1	0	0	0	0	0	0	4	0	0	5
Semi-skilled and discretionary decision making	2	0	0	2	2	0	0	4	0	0	10
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PERMANENT</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>17</b>
Temporary employees	0	0	0	1	0	0	0	0	0	0	1
<b>GRAND TOTAL</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>18</b>



## 8. Numerical targets

8.1 Please indicate the numerical targets (i.e. the workforce profile) you project to achieve for the total number of employees, including people with disabilities, at the end of the next reporting in terms of occupational levels. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	1	2	0	2	0	0	0	1	0	0	6
Senior management	2	2	0	14	1	0	0	1	0	0	20
Professionally qualified and experienced specialists and mid-management	29	3	2	190	8	0	0	124	9	0	365
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	97	21	4	190	78	17	7	340	6	6	766
Semi-skilled and discretionary decision making	137	10	2	140	140	53	4	413	22	10	931
Unskilled and defined decision making	181	15	0	11	169	13	0	0	0	0	389
<b>TOTAL PERMANENT</b>	<b>447</b>	<b>53</b>	<b>8</b>	<b>547</b>	<b>396</b>	<b>83</b>	<b>11</b>	<b>879</b>	<b>37</b>	<b>16</b>	<b>2477</b>
Temporary employees	270	13	5	383	181	11	6	384	66	38	1357
<b>GRAND TOTAL</b>	<b>717</b>	<b>66</b>	<b>13</b>	<b>930</b>	<b>577</b>	<b>94</b>	<b>17</b>	<b>1263</b>	<b>103</b>	<b>54</b>	<b>3834</b>

8.2 Please indicate the numerical targets (i.e. the workforce profile) you project to achieve for the total number of **employees with disabilities only** at the end of the next reporting period in terms of occupational levels. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	2	0	0	0	0	0	0	2
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	1	0	0	0	0	0	0	4	0	0	5
Semi-skilled and discretionary decision making	2	0	0	2	2	0	0	4	0	0	10
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PERMANENT</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>17</b>
Temporary employees	0	0	0	1	0	0	0	0	0	0	1
<b>GRAND TOTAL</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>18</b>

## SECTION F: MONITORING & EVALUATION *(This section is not applicable to small employers)*

### 9. Disciplinary Action

9.1 Disciplinary action: (report the total number of disciplinary actions during the twelve months preceding this report). Report on formal outcomes only. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

DISCIPLINARY ACTION	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
	24	4	0	13	6	0	1	5	0	0	

### 10. Awareness of Employment Equity

10.1 Please indicate which of the following awareness measures were implemented by your organization:

	Yes	No	No. of employees covered
Formal written communication	x		3835
Policy statement includes reference to employment equity	x		3835
Summary of the Act displayed	x		3835
Employment Equity training	x		98
Diversity management programmes	x		84
Discrimination awareness programmes		x	0

### 11. Consultation

11.1 Please indicate which stakeholders were involved in the consultation process when developing and implementing your employment equity plan and when preparing this Employment Equity Report:

	Yes	No
Consultative body or employment equity forum	x	
Registered trade union (s)	x	
Employees		x

## 12. Barriers and affirmative action measures

12.1 Please indicate in which categories of employment policy or practice barriers to employment equity were identified. If your answer is 'Yes' to barriers in any of the categories, please indicate whether you have developed affirmative action measures and the timeframes to overcome them.

Categories	BARRIERS		AFFIRMATIVE ACTION MEASURES		TIMEFRAME FOR IMPLEMENTATION OF AA MEASURES	
	YES	NO	YES	NO	START DATE	END DATE
Recruitment procedures		x		x		
Advertising positions		x		x		
Selection criteria	x			x		
Appointments		x		x		
Job classification and grading		x		x		
Remuneration and benefits	x		x		1 Oct 2007	30 Sept 2010
Terms & conditions of employment		x		x		
Job assignments		x		x		
Work environment and facilities		x		x		
Training and development		x		x		
Performance and evaluation		x		x		
Promotions		x		x		
Transfers		x		x		
Succession & experience planning	x			x		
Disciplinary measures		x				
Dismissals		x				
Retention of designated groups	x		x		Jan 2010	Dec 2012
Corporate culture	x		x		Jan 2010	Dec 2012
Reasonable accommodation		x				
HIV&AIDS prevention and wellness programmes		x				
Appointed senior manage(s) to manage EE implementation		x				
Budget allocation in support of employment equity goals		x				
Time off for employment equity consultative committee to meet		x				

## 13. Monitoring and evaluation of implementation

13.1 How regularly do you monitor progress on the implementation of the employment equity plan? Please choose one.

Weekly	Monthly	Quarterly	Yearly
		x	

13.2 Did you achieve the annual objectives as set out in your employment equity plan for this period?

Yes	No	Please explain
	x	Scarce academic skills, language policy and salaries of university staff. The culture of the University also plays an important role.

