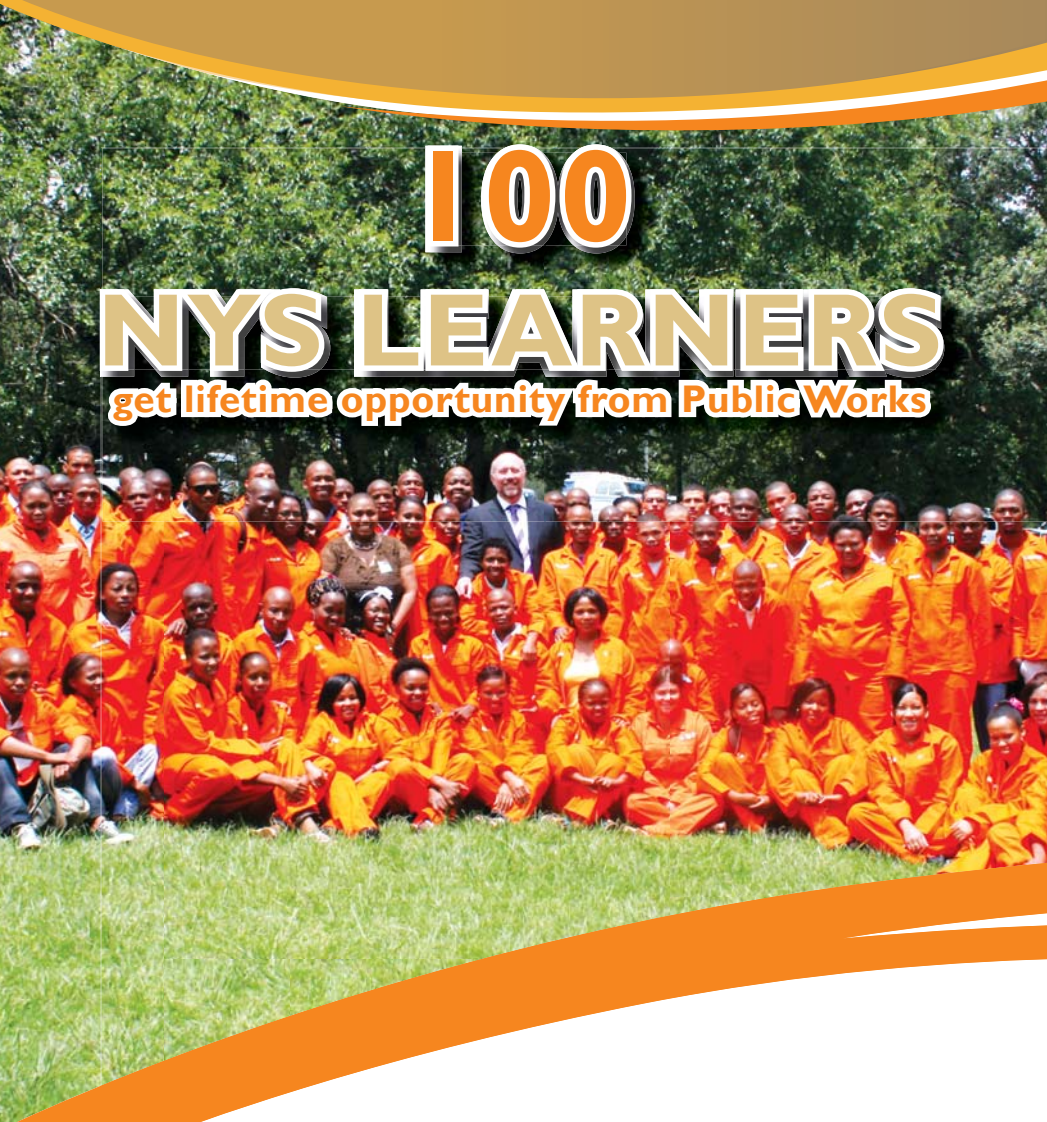


The official newsletter of the National Department of Public Works



100 NYS LEARNERS

get lifetime opportunity from Public Works

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public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

It's in your power to **save it!**

DPW Supports Energy Efficiency Campaign

www.energy.gov.za



Reggie Ngcobo

Let us be the best in all that we do

Let me preface my statement by welcoming each and every one of you, our readers and contributors, to 2011.

For many people, just the thought of getting up in the morning and facing another day is a challenge. But I would like to tell you that you can wake up everyday with the strength and energy to face the possibilities of each day that lie ahead. The first thing that I want to say to you is that lost time can never be replaced. So you should make the most of everyday and every moment that you have. If there is something that you need to do, there is no need procrastinating, especially if you must eventually do it.

Make it a point to do what needs to be done and get it out of the way.

Another attribute that we need to have is positive attitude. We must always cultivate the belief that situations will work out for the best. Negativity will not do you much good, trust me. If you do what needs to be done, when it needs to be done and you do your best, then that's enough. What happens after that is out of your hands. I know that some of you are asking themselves why I'm saying these things. The answer is simple and straight forward. If in this Department each one of us can do what he/she needs to do every day, we can fulfill our vision "To be a world class Public Works" and respond to the Minister's call of being Faster, Effective and Efficient.

Don't you think that if all of us can do what is expected of us everyday, we can change the negative perceptions people have about us out there? We all have to agree that it's not a good one but it is in our hands to change it. Colleagues let me remind you of what Minister Gwen Mahlangu-Nkabinde said during the two-day strategic session last year. "We must indeed work hard to change negative perceptions about our Department. I must admit that indeed I was previously one of the worst critics of the Department. However, I commit myself to ensuring that I will serve the Department and the people of South Africa to the best of my ability."

The million dollar question now is, should it take someone to work for this

Department to stop being its worst critic? The answer to this question lies with us. Let us all follow Minister Gwen Mahlangu-Nkabinde's commitment to serve the Department and the people of our country to the best of our ability.

During the 2011 State of The Nation Address, President Jacob Zuma declared 2011 a year of Job Creation through meaningful economic transformation and inclusive growth. The President also challenged all government departments to align their programmes with job creation imperatives.

Msholozhi also mentioned that our Department, through the second phase of the Expanded Public Works Programme, has created more than a million work opportunities out of the 4, 5 million work opportunities target.

Our **Re ya Patala (WE Pay)** campaign also got a mention from the President, therefore colleagues it's clear that we have somewhere to begin in 2011.

Let's make 2011 a year of excellence! Aluta Continua!!!! South Africa Works because of Public Works.



Petrus Sibiya

As DPW Family, it is history that will judge us very harshly if we don't live up to the expectations of the President and the country on job creation. It is also history that will judge the country, its inhabitants and leaders if they don't deliver on job creation, fighting crime, expanding agrarian and land reform, education and creating healthy nation for future generations.

In a nutshell, all sectors of the society are expected to do their bit in the rollout of the SONA, which will help us live up to the saying that goes: "WORKING TOGETHER WE CAN DO MORE!"

Jobs! Jobs! Jobs and more jobs. This is what took the centre stage in President Jacob Zuma's State of the Nation Address (SONA) on 10 February 2011. The President in his address went a step further and declared 2011 as the year of job creation.

On another note, the current issue of WorxNews has a thrilling line up for you. You will read about the Department investing R32 million on skills development for the youth, the Department leading the energy efficiency campaign, DPW empowering rural communities through books, answers to questions on job evaluation and many more exciting news about the Department.

This is what puts more pressure, not only on Public Works, but on all government departments, organs of state and the private sector in general. As part of the deal, all government departments are expected to align their programmes with the job creation imperative.

The WorxNews team once again appeal to all employees in the organization to assist in identifying information and articles (stories) worth sharing about themselves, their units, their projects and events in an effort to enhance information flow. We further encourage you to write letters to the Editor to comment about issues around you.

The Department of Public Works, through its Expanded Public Works Programme (EPWP) is expected to create 4,5 million work opportunities. This is how DPW can play its bit to dent the scourge of poverty and unemployment in the country.

Thank you and enjoy the reading!



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.....is the official house journal of the Department of Public Works

It is a forum for discussion, debate and information for and about the Department, aimed at reflecting the Department's goals and objectives.

All employees are invited to send in articles, which may be of interest to the Department and it's stakeholders.

Views expressed in *WorxNews* do not necessarily represent the views of management.

WorxNews would like to express its profound gratitude to all the Directors and individuals who have given their sincere support towards the production of *WorxNews*.

Special Thanks to the following Editorial Committee Members: **Motlhabane Skade, Lucky Mochalibane, Tshuluzi Nkoana, Lunga Mahlangu, Reggie Ngcobo, Thamsanqa Mchunu and Mmuso Pelesa.**

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Public Works invest R32 million on skills development for the youth

By Mmuso Pelesa

The National Department of Public Works (NDPW) announced that it has invested R32 million in the development of essential skills for young people particularly in the built environment sector.

Speaking to the first batch of one hundred (100) learners from the Northern Cape on their first day of the Northern Cape Artisan Development Programme at the Nuclear Energy Corporation of South Africa (NECSA), Public Works Deputy Minister Hendrietta Bogopane-Zulu reminded those gathered that, "It cost government R32 million to bring you into this programme. Therefore, my Department expects nothing less than success from you. You will make or break this programme as our hopes rests on you to set the pace for many other youth who will follow in your footsteps." More youths from other provinces will also be recruited in future intakes.

The Deputy Minister further emphasised that through the Artisan Development Programme, her Department was responding positively to ensuring that government succeeded in its priorities of job creation and education through skills development.

In line with the publicly stated view of the Minister and the Department to resuscitate the technical workshops within the Department, the Deputy Minister further committed the Department to ensuring that the youth will be provided with jobs upon completion of the programme.

The Northern Cape Artisan Development Programme is an intake of one hundred (100) identified learners from the Northern Cape for the 18-month Artisan Development Programme which is aimed at positively contributing to addressing the challenges posed by the high level of unemployment in South Africa, particularly among the youth, thereby

providing them with an opportunity to earn an income while acquiring technical skills that will enhance their chances of employment, entrepreneurship and overall development.

After extensive consultation with various stakeholders, the Nuclear Energy Corporation of South Africa (NECSA) was identified as the training provider for the programme which will comprise of 20 learners on each of the following learning areas: Boilermaking, Fitting and Turning, Mechanical, Electrical (in construction) and Welding.

The learners will undergo a 6-month theoretical training and then proceed to experiential learning for a minimum of 12 months on learnership programme. Depending on availability of funds, a series of additional learnerships will be undertaken to complete the 4 year artisan development programme.

After the completion of the programme NECSA will be responsible for identifying at least 50 work place/ experiential learning opportunities. NDPW will be responsible for identifying additional 50 work placement for experiential learning. Additional training may be identified which will be pitched at N4 level. This training may be undertaken during experiential learning and will enable learners to exit with full artisan qualification.

This skills development programme covers:

- Accommodation and meals for 100 learners
- National Skills Fund will cover all training related costs. i.e. training provider costs, assessment, moderation and certification
- Partial payment of learners allowances @ R660 pp p/m for the theoretical part.

Other costs to be covered by the National Department of Public Works include:

- Logistical costs for learners

- screening and selection sessions
- Selection/promotional/ orientation material
- Top up Stipends (R660 pp/ pm for theoretical component)
- Learners allowance (R1200 pp/pm for the practical component)
- Transport costs during assessments
- Transport costs to and from Pretoria

The training programme is co-funded by the NDPW and the National Skills Fund (NSF) of the Northern Cape Department of Education. This Artisan Development Programme will enable learners to exit with full artisan qualifications and advanced practical skills.



Deputy Minister of Public Works, Ms Hendrietta Bagopane-Zulu



Learners during the session



Group picture with Deputy Minister of Public Works, Ms Hendrietta Bagopane-Zulu and Dr Rob Adam, CEO of NECSA



A round of applause for the Deputy Minister from the learners



Thinking about the long road ahead



NYS learners listening to the speaker



Government leading the way in energy efficiency

By GCIS (Energy Efficiency Working Group)

Since government began implementing energy-efficient systems in state-owned buildings over a decade ago, it has managed to save the country an average of R56-million a year, says Anselm Umoetok, the Director of Portfolio Performance Management for Defence and Social Services at the Department.

In this article we look at how those savings have been achieved and what plans are in place to further revolutionise the way such facilities operate.

Showing how it's done

Long before South Africa's power crisis struck in 2008, government had been working hard at reducing energy consumption in state-owned buildings across the country. Steering this initiative is the national Department of Public Works – the country's largest property owner.

More than 100 000 facilities fall under its care, ranging from the Union Buildings, the Houses of Parliament, military bases, courts, government department head quarters, office blocks, housing estates, hospitals, police quarters and prisons.

Energy-saving interventions in these facilities, including retrofitting, involve swapping power-guzzling lighting with more efficient fittings; installing motion sensors to detect when people are in a room and lighting is required; and optimising existing or upgrading to new, more efficient heating, ventilation and air-conditioning setups. Improvements have also been made to water-pumping systems in certain buildings.

As a professionally registered architect and project manager with 20 years' experience in various countries,

Umoetok is ideally suited to running the energy-efficiency drive from government's side. The Pretoria region could be seen as the "poster child" of the department's campaign. Some 85% to 90% of government-owned facilities controlled by Public Works have undergone energy-efficiency improvements there. It's not a once-off exercise, but rather an ongoing process where improvements are made as more funds become available.

Shared-savings contract

Energy-efficiency interventions in state facilities are being done through shared-savings contracts with independent service providers. So far, these contracts have been implemented in the Department of Public Works regional offices in Pretoria, Cape Town, Johannesburg and Bloemfontein.

Government uses funds allocated to it to do the necessary maintenance, repairs and upgrades and once those have taken place, the service provider starts managing the energy-saving process. From whatever is saved, the service provider gets a portion and government gets a portion.

"The funds for the actual upgrading of the building to make it energy-efficient are covered by government - according to recommendations from the private-sector contractor. Through the savings incurred, government recuperates some of its initial investment and the other half goes to the contractor," Umoetok says.

Fast-tracking the process

Through National Treasury, the Department of Public Works has been able to source funding to fast-track the programme.

"For the 2008/09 financial year, treasury allocated R20-million for energy-efficiency, and we retrofitted 22 sites in



Anselm Amtok - the driver of the energy efficiency campaign in DPW

The project was completed in March 2009 at a total expense of R22.6-million. The annual savings on energy amount to R4.9-million," Umoetok says. R35-million was allocated for the 2009/10 financial year, which enabled Public Works to retrofit an additional 17 sites in the Pretoria region comprising 1 206 buildings. The total expenditure for this amounted to R33.7-million*, he adds.

Some 180 people were employed for the duration of the R20-million project and 230 for the R35-million job. Twenty full-time positions have been created to manage energy-efficiency for Public Works in the Pretoria region and five small-scale enterprises have been developed to become fully fledged, independent contractors.

When Public Works identifies a facility with energy-saving potential, two audits are carried out by the contractor – first a general assessment and then a more detailed one for engineering purposes. Then there's the design process, followed by implementation of the actual systems, and then measuring and verification.

An independent agency is used for measuring and verification to ensure the results recorded are unbiased. Certificates are then issued to prove the savings have been achieved.

Umoetok says they are now looking into using renewable energy from the wind and sun to help power selected government sites.

"For instance, harnessing wind power could be particularly useful in Public

Works-owned buildings in Port Elizabeth," he adds.

Looking at what has been done already, the Union Buildings in Pretoria stand out as one of the flagship projects.

"We've optimised the heating, ventilation and air-conditioning (HVAC) systems there, and they're now using less energy. We've also installed motion sensors and energy-efficient lighting," says Umoetok. An energy-efficiency regime was first introduced at the Union Buildings in 2004, but thanks to the recent HVAC intervention, additional savings of 65% have been recorded and certified by independent auditors.

Where to from here?

"For the 2010/11 financial year we have been allocated R75-million for energy-efficiency and we're going to spend that money on retrofitting regional offices of the Department of Public Works in Kimberley, Nelspruit, Port Elizabeth and Mthatha," says Umoetok.

Public Works is currently in discussions with the Department of Energy to create a special fund for money saved from energy-efficiency interventions. At the moment, the money saved goes directly back to treasury and gets redistributed from there. "This means we don't get the direct benefits of it," he adds.

"Talks with the Department of Energy are in their initial stages. If the fund concept gets approved, we'll be able to retrofit even more government buildings. After the current shared-energy contract has been rolled out in the Cape Town and Durban regional offices of Public Works, we will be able to tackle other regional offices in Polokwane and Mmabatho," says Umoetok.



Officials sharing ideas on energy efficiency initiatives at the Nelspruit Office

Savings achieved so far

DPW regional offices	Pretoria	Johannesburg	Bloemfontein	Cape Town
Number of sites	104	24	15	39
Period	2003 - 2010	1999 - 2010	1999 - 2010	1997 - 2009
Money saved	R134.5-m	R38.9-m	R20.1-m	R45.6-m

Department donates 1000 books in Tshwane North

By Brian Dlamini

The Department of Public Works, through its Human Capital Investment wing donated 1000 books on 14 and 28 January 2011, respectively to the Northern Gauteng Region.

The books which are destined for libraries in Temba and Hammanskraal, were in response to a commitment made by Minister Gwen Mahlangu-Nkabinde when she visited the area earlier in January to award bursaries to top matric students.

Human Capital Investment Unit was tasked with handling the donation of these books which are aimed at minimizing the shortage within the libraries in the area. According to Mr Donald Baikgaki, Deputy Director for Interns and Young Professionals in the Department, the initiative by the Department will see more young people being able to access a variety of books which cover among others disciplines such as Engineering, Chemistry, English Literature, Sociology, Psychology, Business Management, Construction and Architecture. School books which cover subjects such as History, Geography, Biology, Life skills, Entrepreneurship, Mathematics and Physical Science were also donated

When asked about the donors who made this initiative possible, Mr Baikgaki said that the books were donated by ABZ Foundation in partnership with Rotary International and Skosana Consultancy. ABZ Foundation is a social entrepreneur movement that is strategically operating from the University of Johannesburg to empower young people with business skills. The relationship between the Department and ABZ Foundation is aimed at identifying the needs of the most impoverished and less serviced municipalities and provide their libraries with books.

According to Mr Baikgaki, this initiative of donating books is aligned to the

HCI Community Outreach Programme which is targeted at identifying and uplifting most impoverished and less serviced municipalities in both rural and urban areas through skills development.

Ms Evelyn Matjokane and Ms Selaelo Malao who are both Librarians at Hammanskraal and Temba respectively thanked the Department of Public Works for the good gesture. This initiative, they reckon, will make a huge difference in their collection. The ripple effect is that their users will have a wide range of sources to work from. "We appreciate the Department of Public Works' contribution towards enhancing the lives of the community of Hammanskraal", Ms Malao noted.



Books to be donated to both libraries



Hammanskraal library staff with the donated books



Ms Vangile Manzini handing books over to Temba Library



Handing over of books in Hammanskraal



Mr Donald Baikgaki (right) handing books over to the library



Learners looking forward to a brighter future through books

Johannesburg ABET learners excel in their studies

By Brian Dlamini

In commemoration of the 16 days of activism against the abuse of women and children and in line with Government's campaign of skills development, the Johannesburg Regional Office hosted an Adult Basic Education and Training (ABET) graduation ceremony for 50 graduates between level two and four of the programme. The auspicious occasion was held at the Braamfontein Community Hall.

ABET was introduced by Government to address the challenges faced by adults who did not have the opportunity to further their studies due to apartheid laws. ABET is therefore aimed at liberating the previously disadvantaged adults and empower them through education.

Research shows that many adults face the challenges ranging from the interpreting of their bank statements, payslips, municipal statements, completing leave forms and using the ATM (Automatic Teller Machine), among others, thus the need for adult basic education.

In his address during the ceremony, Mr Lawrence Mpinga, CEO of the Siyafunda Adult Basic Education Centre (SABEC) which is a service provider for the project, acknowledged the ABET learners from the Johannesburg Regional Office for their outstanding achievement. He further expressed his excitement, adding that the journey undertaken by these learners was not an easy one, but was an expedition towards attaining fulfilment. "The celebration of this day will certainly mark history to most of us, if not all of us," he remarked.

Mr Mpinga said that according to UNESCO recordings on adult literacy levels, about 11.2 million South Africans have less than grade 9 (std 7) level of education and a further 3.8 million with no schooling whatsoever, which means that employees under these circumstances will not be as productive as we would like them to be in the

workplace. He went on to say that one element that appears to exacerbate this challenge was the lack of resources for ABET learners. "In some quarters, ABET is still regarded as a waste of time and resources in the face of the crippling illiteracy which is arguably the largest inhibitor of South Africa's growth and development," alluded Mr Mpinga.

"Siyafunda Adult Basic Education Centre has once again proven that indeed it is a preferred service provider in existence today as our learners have obtained 73% pass rate in communications, and 39% in numeracy in a period of three months". He acknowledged the Department of Public Works, Department of Justice and SASSETA for their consistent commitment to the fight against illiteracy.

Ms. Thembisile Sokhela from the State Attorney's Unit walked away with the following awards:

1. Overall Best Student Award i.e. Merit in communication level 1
2. Merit in numeracy level 1

Upon receiving her awards, the emotionally charged Sokhela was fighting to hold her tears back. She described that moment as a true blessing, as she never thought that at her age she could achieve what she did. She further stated that she would like to personally thank the Department of Public Works for recognising ABET and for this great opportunity of going back to school. "Public Works ya rocka, (translation: Public Works rocks)," she sighed.

Ms Queen Ngwenya, a supervisor from Cleaning Services - an ABET graduate of 2005 herself, thanked all stakeholders for the job well done. She further acknowledged the efforts of the Johannesburg Regional Manager, Advocate Jeanette Monare, whom she described as a pillar of strength and an inspiration for ABET learners. She also thanked her fellow graduates for putting the Johannesburg Regional Office on the map.



ABET graduates after the ceremony with JHB Regional Office staff and ABET teachers



Enjoying the ceremony



Ms Thembisile Sokhela congratulated by the Johannesburg Regional Office staff

DPW reward 'bright stars' of Tshwane North - Hammanskraal

By Motlhabane Skade

Life will never be the same again for the 7 bright minds from Hammanskraal who distinguished themselves in their 2010 matric final examinations.

In recognition of the learners' efforts and determination, Public Works Minister, Gwen Mahlangu-Nkabinde in partnership with Departmental entities descended in Hammanskraal on 6th January 2011 – a day when results were issued, to award bursaries to the top learners in the area.

The group of learners who were awarded bursaries are; Nkhensani Maluleka and Lethogonolo Masoga from Tipfuxeni Secondary School, Job Phetlhe and Lebogang Moloko from Ratshepo High School, Amogelang Tladi from Sekhululekile Secondary School, Lerato Mekwa and Rebecca Sekwele both from Hans Kekana Secondary School.

Addressing the learners, Minister Mahlangu-Nkabinde said, "the infrastructural problems that Tshwane and many other parts of the country experience will be solved by these young men and women". She also emphasized the importance and the need for transformation in the built environment. She said: "what we are doing here today, is taking a step towards building the transformation that we seek within the environment that has shown little transformation through the years, as compared to other fields".

The bursaries which will be funded by the Independent Development Trust (IDT), Council for Built Environment (CBE) and Construction Industry Development Board (CIDB), will cover the needs of all the learners for as long as they pursue studies in built environment at the institutions of their choice.

Ms Vangile Manzini, the Director for Human Capital Investment in the

Department was also there to motivate the learners and to assure them that the Department is fully behind them.

"What makes the story of these learners unique is the fact that they made it against all odds. Many of them are from informal settlements and poor families. The area they come from does not have all the amenities you find in well-established communities. Even the schools they come from are not world-class structures, but they have a pedigree of excellence which can be attributed to a determined group of professionals who steer them to the right direction," said Mr Peter Maswanganyi, Principal from Ratshepo High School who enrolled 226 matriculants for 2010 and 223 of them passed the final examination.

One of the learners, Amogelang Tladi who obtained 5 distinctions in mathematics, Physical Science, Life Science, Life Orientation and Accounting says she attributes her success to hard-work and support from her parents and teachers.



Minister dancing with one of the learners

Minister recalls retired engineers

By Thamsanqa Mchunu

The National Minister of Public Works, Ms Gwen Mahlangu-Nkabinde has launched a campaign to recall retired built environment engineers and artisans.

The campaign to get these retired professionals back into the public world of work has been prompted by the pressing need to provide practical skills and training to a growing number of trained but as yet unqualified engineers and artisans.

"We always hear talk of scarce skills in the country as the reason for outsourcing most of the construction projects commissioned by Government, to large multinational corporations. Now we want to test this notion of scarcity.

"I am of the opinion that within the broader community of this country there is capacity, ability and willingness to handle successfully most of these services that are usually outsourced," the Minister said.

The Department is in the process of reopening its workshops that have been closed for some time, which were established to house skilled workers who would respond speedily and render services that fall under the ambit of the Department to communities. The closure of the workshops meant unemployment for many skilled individuals. It also meant a loss of skills that are necessary to the development of our country.

The call by the Minister is for qualified engineers or artisans with experience in the construction and/ or built environment to submit their CV's to the National Department of Public Works.

The aim of the exercise is to create a database of engineers and artisans so that they can be utilized in assisting the Department to deliver on its infrastructure mandate, job creation and contribute to sustainable skills pipeline into the future.

The unqualified artisans will be trained

as apprentices in the Departmental workshops, with the ultimate aim of having these youths successfully pass a trade test in order to become qualified artisans.

The Minister's objective for this programme is address the artisan shortage in South Africa. It has been found that the average current age of an artisan is 55 years and the Minister of Higher Education has indicated that 70,000 artisans have to be trained within the next 5 years.

The Minister urged all interested engineers and artisans who would like to be put on the database to submit their CV's at the nearest regional office of the Department or call the toll free number 0800 782 542.



Minister addressing a media briefing where she announced the recall of retired engineers



New Chief Director: Key Account Management, Dr Miranda Mafafo



Chief Director: Key Account Management posing with her colleagues



Acting Director-General Mr Sam Vukela welcoming the new Chief Director: KAM



Acting COO, Ms Lydia Bici welcomes the new Chief Director



You are welcome Chief Director



DPW family members came out in their numbers to welcome the new Chief Director



Colleagues speaking their hearts out during the welcome party



Colleagues saying their say during the welcome party



Minister of Public Works celebrates festive season in style

By Lesego MoretIwe

The Community of Temba in Hammanskraal had a fantastic and memorable festive season when the Minister of Public Works, Hon Gwen Mahlangu-Nkabinde and her Deputy, Ms Hendrietta Bogopane-Zulu visited the area to celebrate Christmas with the aged and the orphans. It was a true demonstration of leadership at all levels and a sense of consideration as well as interacting with elders of the community and getting to know their contribution in making Hammanskraal a better place for the community.

The event was celebrated with the traditional dance and music from old school which drove the Minister and the Deputy Minister, to join the choir on stage and enjoy the rhythm. One of the elders, Mr Godfrey Mpya conveyed the vote of thanks representing Itekeng Bagodi Social Club. Mr Mpya emphasised that hardwork, dedication and determination are the most important factors in contributing positively to the sustainability of the club which was formed in 2006 and grows vegetables which they provide to the community during their special occasions. He encouraged a healthy lifestyle, saying "do not forget to eat vegetables and do not stress, this will you give you a healthy and long life".

Minister Gwen Mahlangu-Nkabinde acknowledged that the youth in the community face a serious challenge of drug abuse and addiction. She emphasised that it needs a serious attention from the community with the assistance of government. The good news which came out of the Minister's speech was the commitment to award bursaries to the top six learners in the area who passed their Grade 12 in 2010 to be enrolled in the universities in 2011 for continuation of their studies, particularly in land surveying and engineering which are the most needed skills in the country.

The Minister also announced that there will be learners who will be joining the Department in a 12 month learnership programme in acquiring skills and

also provide them with the stipend which will assist them in providing for themselves and their families.

The celebrations were made to be the most memorable one, when the Minister handed over food parcels and toys to the elderly and the kids who attended the celebrations. As Christmas is known to be the time of giving, it was a wonderful moment watching the elders receiving their food parcels with smiles which were backed up by ululations from the audience.

The Minister urged the Expanded Public Works Programme (EPWP) to work harder in intensifying labour in Hammanskraal and engage youth in the area.



Minister with one of the food parcel recipients



Kids thinking about the long road ahead of them



Minister addressing the audience during the event



Itekeng Bagodi Social Club paying attention to the speaker



Toys that were donated to the kids



Minister with the kids

Are you still healthy?



By *Martina Nicholson Associates (MNA)*

Most of us are guilty of neglecting our health in one way or another. We work long hours, eat too much unhealthy fast foods, don't get enough exercise and live highly stressful lives. The problem with such an unhealthy lifestyle is that it places strain on our bodies over time and can even make us sick. This is why we should improve our lifestyle and ensure that we have regular medical check-ups. A medical check-up can detect a medical problem early and ensure that we keep ourselves healthy.

As part of the Government Employees Medical Scheme's (GEMS) ongoing effort to educate our members and future members on a range of healthcare topics, we would like to provide you with some information on the benefits of regular medical check-ups.

Going for a medical check-up with your healthcare practitioner is called "preventative medicine"; you have your health checked to try and prevent serious medical problems later in your life. GEMS supports the idea of preventative medicine because it wants people to learn about their problematic health conditions, such as heart disease or cancer, early enough for them to be treated.

While we are used to going to the doctor whenever we are ill, most of us do not go for regular check-ups. The problem is that many health conditions may develop over a long period of time and may not make us feel sick at first. Many serious, even life threatening medical conditions, do not cause any symptoms that we are aware of until the disease is well developed and cannot be treated.

High blood pressure is a good example of such a medical condition. Over time, high blood pressure can irreparably damage the heart and blood system and indeed other organs in the body. If it can be detected and treated early, however, this can be prevented. High

blood pressure may cause no symptoms whatsoever in its early stages and many people with it feel healthy. It is not without reason that it is known as the "silent killer". The only way that high blood pressure can be detected is to measure it. This can be done by your doctor or other healthcare practitioner with a special machine called a sphygmomanometer.

Diabetes is another medical condition that is best detected early on and that usually does not have any symptoms in its early stages. The only way anyone will know that they may have developed the illness in these early stages is through a blood sugar test. There are many advantages to detecting and treating diabetes early. Some early stage diabetics may, for example, be treated with a special diet rather than with medications. Ongoing elevated blood sugar levels also damage organs in the human body. If the diabetes can be treated early, this can be prevented.

No matter how busy we think we are, we should be sure to make the time to go for regular medical check-ups. A medical check-up can be compared to taking your car for a service: the oils and seals in the engine are replaced to ensure the smooth running of your car in the future and the vehicle is checked for any other potential problems. The amazing thing is that most of us seem to worry more about the condition of our cars than we do about the state of our health. We make sure that our car gets those services regularly, but we don't do anything to protect our health. It is time to change that now.

Health, age, family medical history, lifestyle choices such as whether you drink or smoke, and your diet, will determine how often and what medical check-ups you need. However, doctors recommend that the average person over the age of 40 should go for a medical check-up once a year while younger individuals over the age of 20 years should go once every three years.

Men and women should have the following routinely done as part of their medical check-up:

- Blood pressure must be checked to ensure that it is not elevated.
- Cholesterol levels must be checked to ensure they are not elevated.
- Blood sugar levels must be checked to ensure that you don't have a problem with diabetes.

Men over the age of 40 must also have a prostate screening. Unfortunately it involves a rectal examination, but it can save your life as early stage prostate cancer is very treatable.

Women on the other hand must have a pap smear and mammogram done regularly for cervical and breast cancer respectively. Cervical cancer and many types of breast cancers also respond well to treatment if they are detected early. Both men and women can also ask their doctor to look at any moles or other skin blemishes they may have. Moles can occasionally be malignant, or cancerous, and should always be checked by a healthcare practitioner. Smokers, meanwhile, should have their chests x-rayed from time-to-time to check for lung cancer.

Take charge of your health now by paying a visit to your healthcare practitioner for a medical check-up. Spending just a little time going for that

doctor's visit can be a big investment in your health and wellbeing.

For any GEMS member queries please contact the GEMS call centre on 0860 00 4367 or visit our website at www.gems.gov.za. GEMS will assist you in every way possible to ensure your family's health and wellbeing.

Sources

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Researched and written on behalf of the Government Employees Medical Scheme (GEMS) by Martina Nicholson Associates (MNA). For further information kindly contact Martina Nicholson (011) 469-3016 or martina@mnapr.co.za

In Honour of our Fallen Colleagues



*CF Smit – Known as Stoffel
Born: 25 April 1954 –
27 December 2010*



*Ms Nobakwe Florah
Gayadingwe passed away
on 18 February 2011*

May their souls rest in peace.

Public Works Deputy Minister Hendrietta Bogopane-Zulu ploughs back

By Motlabane Skade

On Tuesday 21 December 2010 while many people were preparing to go on holidays, the Deputy Minister of Public Works, Ms Hendrietta Bogopane-Zulu, MP, dressed in the characteristic EPWP orange work-suit, set out to paint houses and hand over disability access ramps to three families in the Mahlabathini area near Ulundi, in KwaZulu-Natal.

The initiative by Deputy Minister came after her visit to the area in June last year during which she undertook to have the access ramps built as part of the 67 minutes of doing community work to help the disabled in the area.

At the request of the Deputy Minister, the Durban Regional Office of the National Department of Public Works deployed their technical team to construct the three access ramps for the families of the disabled Ms Buzaphi Dladla of Ngqulwana, Mr Thulani Ngobese and Ms Buzeleni Buthelezi who both hail from Okhukho village.

In addition to the ramps that she handed over to three families, Deputy Minister Bogopane-Zulu together with the officials from the Department and the local municipality painted the house of Ms Buzeleni Buthelezi's family and also handed out food parcels and paints to the three families as an early Christmas gift. She also gave three wheelchairs to the families which were to be delivered on Christmas-eve to the recipients.

Talking to one of the beneficiaries, the Deputy Minister reminded Ms Dladla that as she had been empowered with an extra 'pair of legs' in the form of a wheelchair, she should start helping with domestic chores, because she has the full use of her hands and she could for the first time now move comfortably and freely from one point to another.

The good gesture was a continuation of the work that the Deputy Minister initiated in the Department ever since she was appointed into this portfolio. Her efforts culminated in a comprehensive Disability Policy Guideline which the Department launched on 10 December

2010.

When thanking the Deputy Minister, Inkosi Ndabezitha Mlaba of Kwa-Ximba Tribal Authority in Mahlabathini expressed appreciation for the spirit of humility displayed by the Deputy Minister and the officials and he thanked them for leaving their comfort zones to come and help those who were less fortunate in the far-flung area of Mahlabathini. He further urged the Deputy Minister not to get tired of doing good to improve the lives of others as she did with his people.



Deputy Minister talking to Thulani Ngobese who is wheelchair-bound



Deputy Minister and Inkosi Ndabezitha Mlaba with Mr Thulani Ngobese who is disabled and his mother



A complete access ramp at Dladla's family



Deputy Minister Hendrietta Bogopane-Zulu applying cement wash on a ramp



Ms Dladla who is also wheelchair-bound giving the ramp a test



Officials painting one of the houses at Buthelezi's family

Frequently asked questions on job evaluation

By Reuben Mahlatje

1. What is job evaluation?

Job Evaluation is an objective process to determine the relative size or weight of jobs within an organization.

2. What triggers job evaluation?

The Department is obliged (Mandatory) to evaluate certain jobs in terms of PSR (Public Service Regulation of 2001):

- All newly created jobs
- Higher level jobs (level 9 – 16)

Managers may from time to time request HR to evaluate specific jobs in their respective units for specific reasons e.g. if they are under the perception that jobs are over or under graded, or they may have recruitment and retention problems with specific categories of staff.

Employee organization (Labour Organisation) acting on behalf of employees may request jobs to be evaluated based on the perception that jobs are under graded.

3. Why implement Job Evaluation in the Public Service?

Emanating from the 1997 and 1998 amendments to the Public Service Act, 1994, a new decentralized approach to work organization and human resource management, as embodied in the Public Service Regulation, 1999, was established. Under the current Regulation, executing authorities (Ministers) have delegated powers to take decision on the salaries and grading of their employees than was previously the case. Job evaluation will help ensure that transverse consistency is maintained across the Public Service by providing the framework within which executing authorities should take such decisions.

4. What is JE approach?

Job evaluation involves an analytical approach, which breaks down each job into its component parts or factors and then scores each of these factors. The resulting scores are weighted to reflect their relative value to the organization.

5. What is the difference between Job evaluation and performance management system?

Job evaluation is concerned with the job contents and its demand, and not the personal performance of the job holder. Job Evaluation measures the weight or size of a job while performance assessment measures how well a person is performing a job. In simpler terms, Job evaluation determines the relative value of a job to the organization while performance assessment determines the relative value of an employee to an organization.

6. I have worked for the Department for more than 3 years and I was never promoted, can I be job evaluated and promoted to the next level?

No! Job evaluation is concerned with the job contents and its demand, and not the personal performance or service record of the job holder.

7. I have an outstanding performance; can my

job be evaluated to the next level?

No! Job evaluation is concerned with the job contents and its demand, and not the personal performance of the job holder.

8. Is it necessary to involve jobholder during the JE process?

Yes. However it should be taken into account that more than one incumbent may be performing similar jobs. In this case it may be appropriate; less costly and time effective to analyze a representative sample of the relevant jobs instead of individual job.

9. After how long can the job be re-evaluated?

In terms of the JE Policy, once the existing post has been evaluated, at least two years should lapse before the job can be re-evaluated unless there is clear evidence that the job content has changed to such an extent that re-evaluation could lead to re-grading of the post.

10. How do I know whether the post has been evaluated or not?

Although employees can enquire from HR (OD), it is advisable to first enquire from the managers or supervisors since JE results are disseminated to the respective units immediately as and when they are available.

11. What is job co-ordination process?

A co-ordination process in simpler terms refers to a job evaluation coordinated/facilitated by DPSA. This process can be initiated by any Department for a particular job which is transversal e.g. Secretarial job. DPSA will invite job analysts from different Departments to evaluate this job and further invite panel members from different Departments to do quality assurance and recommend the grading of this job. Once the results are approved, they are applicable to all Departments and it is no longer necessary to evaluate such jobs as an individual Department.

12. If I am acting on the position for more than a year, can I request it to be evaluated?

No, acting capacity does not necessitate a job evaluation. If the job was never evaluated before, it should be evaluated in terms of PSR and not because of the person attached to it on an acting basis. Acting on positions are addressed through acting policy.

13. If there are two positions vacant at the same level as mine, can I request for mine to be evaluated because in essence I am doing a job for two more people?

No, this situation cannot be addressed by job evaluation. Vacant positions should either be filled or people be appointed to act. In the event where vacant posts cannot be filled due to unavailability of funds, Management within the respective units should manage the situation to such an extent that workload is shared amongst the available resources.

14. When the job is subjected for evaluation, is it guaranteed that it will be upgraded?

No, it can either be upgraded, downgraded or remain on the same level.

15. Can the JE results be backdated?

No, in terms of Public Service Regulation Part 1/VIII/f2 and the JE Policy Part J, the

“promotion” of an incumbent whose job has been upgraded cannot be backdated.

16. If my performance is dissatisfactory, can I be absorbed to the upgraded position?

No, dissatisfactory performance issues should be dealt with prior pursuing the absorption of incumbent. Performance should be satisfactorily and it is one of the criteria that should be met in order for the job incumbent to be considered for absorption into the upgraded position.

17. Can any additional duty or function necessitate upgrading of the job?

No, routine and duties performed on an adhoc basis would not effect re-grading of a post. However additional functions that carry significant complexity, responsibility, relative demands and requires high level of competency will have to be considered through the job evaluation system which may not always necessitate upgrade.

18. Are there any specific requirements that I should meet before I am considered for absorption into upgraded post?

Yes, in terms Public Service Regulation V.C.5, the incumbent employee should meet the following-

- (a) already performs the duties of the post;
- (b) has received a satisfactory rating in her or his most recent performance assessment; and
- (c) starts employment at the minimum notch of the higher salary range.

19. Will my post be evaluated once off or will it be done yearly like performance assessment?

No, it will be done as and when the need arise and it is necessitated by the following circumstances which may happen any time in the organisation:

- Whenever job redesigning occurs.
- As recommended by DPSA through coordination process.
- Whenever there is restructuring.

20. When the job is upgraded, what happen to the job incumbent?

The job incumbent is absorbed to the upgraded job. However, an assessment is conducted in terms of Public Service Regulation Part V.C.6 and should meet the following criteria:

- already performed the duties of the post.
- has received a satisfactory rating in his/her performance assessment before the upgrade
- starts employment at the minimum notch of the higher salary range.
- Annexure C form with details of job incumbent is completed & signed for implementation purpose.

21. Is the date for absorption to the upgraded job regulated?

Yes, the absorption of the incumbent employee in the higher-graded post as provided under regulation V.C.6 shall take effect on the first day of the month following the month during which the executing authority approves that absorption.

22. Can absorption be effected to an employee who is being seconded or transferred to a job in process of being evaluated and upgraded?

Firstly it should be noted that, such employee would have been seconded or transferred to a position equivalent to his/her salary level and if

not, then such employee would be seconded/ transferred and appointed as acting to that job. In case where the transfer/secondment is on horizontal basis, such employee would then be assessed in terms of PSR and be absorbed accordingly. If the appointment is on an acting basis, then acting status should be aligned with the upgraded level.

23. What is a job description?

A job description is a well documented group of tasks and competency required to carry out the job effectively.

24. If the job is found to be at salary level 10 or 12 by job evaluation process, can it be implemented as such?

No, If the job is found on either one of those level, it has to be implemented on level 9 or 11 and the job incumbent can only grade progress to Level 10 or 12 through resolution 3/2009, such incumbent must have been 15 years in the same level.

25. How is the job evaluation results implemented?

The old post grade will be abolished and the upgraded post will be created on Peral, the details of incumbent are captured on Peral and the salary is equated with the upgraded post level. The job incumbent is informed in writing.

26. If I receive my degree or diploma, can I request that my job be evaluated?

No, the job cannot be evaluated based on the degree or diploma received as this is regarded as personal achievement and can assist the employee to perform effectively and also advance in career mobility.

27. Can I be upgraded if my workload has increased?

The proper question is “can the post I occupy be upgraded if my workload has increased?” and the answer is: No, normally the workload is addressed by additional capacity e.g. if a Cleaner is required to clean two offices and it happen that he/she is now required to clean five offices (workload has been increased).

29. Who has the decision making powers on issues pertaining to JE?

In terms of Public Service Regulations, the executing authority of a Department (the Minister) has the authority to take decision on grading of jobs and awarding salaries to employees. In this Department the executing authority has delegated this authority to the Head of the Department (DG). JE Panel only recommend to the DG.

30. Can I request that my job be evaluated if I realise that same job is remunerated differently in another department?

Yes, with the following considerations: “an employee has the right to request for the job to be evaluated, however has no right for the job to be evaluated.” Such request will be analysed and the findings will guide on what step to be followed. The trend has been that although the Departments utilise similar job titles, in many cases the job content differ which lead to different grade. However should it be found that indeed jobs are similar and of transversal nature, DPSA will be approached to initiate the process called Coordination which has been explained under question no. 11.

Profile of EPWP beneficiary

By Lesego Moretlwe

In the spirit of together we can create more jobs, the EPWP resolved to interact with its beneficiaries with the view of getting the sense of service delivery at the implementation level. Lesego Moretlwe interacted with one of them and this is what transpired in the interview:

1. Q: What is your name?-
Motshidisi Patricia Maqina and I live in Kimberley, Northern Cape.
2. Q: What qualifications do you have?
Diploma in Human Resource Management and 3rd Year in Child and Youth Care Development.
3. Q: When did you join the EPWP?
In 2005.
4. Q: How did you get to know about the EPWP?
Through the Regional office (Department of Public Works) in the Northern Cape.

5. Q: Where are you placed within the EPWP?
The Social Sector.

6. Q: How does the EPWP add value to your life/ what difference does it make in your life?
I was placed within the Social Sector which deals with the most vulnerable part of the society and has instilled and developed my interpersonal skills and kept me working closely in community development. I contribute a lot through the social sector by assisting community youth to attain a qualification in Child and Youth Care Work contributing to a better life for previously disadvantaged persons (youth) in communities.

7. Q: What experience/s did you acquire from the EPWP?
It has taught me the spirit of UBUNTU. A person is a person through another person.

8. Q: How would you explain the EPWP to somebody who has never heard of it?
It is a community building sector that develops Women and Youth to contribute holistically to the improvement of people in communities.

9. Q: What are your future plans/career plans?
To attain my Degree in Child and Youth Care Development and to continue developing young people and communities in my province and country.

10. Q: What are your challenges?
Issues of bursaries for disadvantaged youth and women.



Motshidisi Patricia Maqina

DPW opens its doors to people with disabilities



Minister Gwen Mahlangu-Nkabinde, Chairperson of DPSA Mr Siphon Nkosi, Deputy Minister Hendrietta Bogopane-Zulu during the Disability Policy Guideline launch

By Tshuluzi Nkoana

Minister Gwen Nkabinde-Mahlangu launched the departmental Disability Policy Guideline at the Southern Sun Hotel in Pretoria recently.

It follows another Disability Indaba which was held in Cape Town under the theme "Nothing about us without us" which set the tone and platform for the development of the policy guideline. According to the Minister, the Disability Policy Guideline demonstrates the Department's commitment to persons with disabilities. The Department will also focus on improving access to government's premises and to make them user-friendly for people with disabilities. The main aim is to ensure that persons with disabilities are also empowered economically to enable them to actively participate in building the mainstream economy.

The implementation of the policy is informed by the Department's White Paper, which talks about Public Works towards the 21 Century (1997), the Building Standards Act (Act 103 of 1977) last amended in 1989, the National Building Regulations; and the South African Bureau of Standards (SABS) 04,00 Code of Practice. These documents serve as a guide in the built environment to accommodate the special needs of persons with disabilities. The primary objective of the Policy Guideline is to move from policy to practice. The principles guiding the implementation are in line with the imperatives of the Constitution, Promotion of Equality,

Prevention of Unfair Discrimination Act, Batho Pele principles and other policies.

The Department will focus on the following principles to ensure implementation of the policy:

- Self representation - to ensure that the environment of persons living with disabilities and their organizations are able to attain the successful implementation of this policy guideline.
- Inherent Dignity - to ensure promotion and protection of the inherent dignity and human rights of persons with disabilities.
- Enabling environment - to facilitate the progressive realization of access to services and infrastructure by persons with disabilities.
- Recognition of diversity - to recognize and respond to the special needs of persons with disabilities in their diversity.
- Batho Pele principles - to be implemented in accordance with service delivery standards.
- Establishment of partnership - to recognize organizations for the persons with disabilities as users and service providers.

The policy guideline recognizes access needs of all diverse disabilities, including lighting, sound, signage, tactile, ramp, parking, ablution facilities, lifts, etc. Department of Public Works will partner with various stakeholders to create an enabling environment for the people with disabilities while working with them.

The face of money, on money matters

Welcome to the Wellness Corner:

In this series we explore the importance of knowing your money and getting it to work for you. More often than not we hear of terms that seek to deal with how to become rich in a short time, and how to live a debt free life. It is most unfortunate that most of the text and articles on Financial Wellness are of such a high grade language that we miss the very message they carry across. Blessed are you the readers of this column because for the first time, facts are made simple.

It is public knowledge that government employees will be receiving their salary hike, how very true that before we even get the money we have already used it all.

Savings

The simple principle of financial wellness is that you must save, but there are a few things to be considered before anyone can start saving successfully:

Where is my money going? How much do I spend monthly and on what? Which debt should I eliminate first? Below is an explanation of these items?

Where is my money going?

Do yourself a favour this salary date and buy a small pocket book, small enough to be taken along with to everywhere. The first thing you write on that book is your name on top and your expenditure beneath as reflected below: Sounds crazy?

Then proceed and write on it then followed by the price of that book and date of purchase

e.g Isaac Makala

Pocket book	R10.00	2008.08.15
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Once you have something like this, you should continue to record every expenditure (money you spend) on everything including a chewing gum. Do this for the whole month. It is a daunting exercise, but without an understanding of where your money goes, it will be difficult to see areas where you can cut and save on. Not having a picture of how much goes into waist, it can be frustrating to read and learn of your waste. But don't worry, that's the only way we ever truly learn.

Is there something to save for?

Motivation to want to save is as important as the savings itself because this exercise will call for discipline and change of lifestyle. Firstly, you have to have a goal. Obviously we all need something of our own, it could range from something as small as a heater to ease off the winter chill, to a fridge, a car and a house. Do not be fooled, you can save and buy most of the things for cash and save a lot on interest rates.

Let money work for you, not you for the money.

It is hard to see our fellow employees work hard for their money, but still can't get the money to work for them. Money works for you when it does the job for you, i.e. it gets you food, petrol with ease without you having to struggle to get the money for those basic utilities.

Consequences of ignoring money matters.

Well as they always say, 'for every action there is a reaction'. If you chose to ignore handling your money properly, there is going to be consequences and this include but are not limited to :

Stress – the imbalance between what is expected of you and your perceived ability to meet the expected outcome.

This definition moves away from the street definition of stress. At one stage I used to think that if I propose to a girl and she refuses, its stress. I guess it's important for readers to adopt this text book definition, instead.

Depression- a simplest definition would be when your stress has been ignored; it piles up sometimes leading to depression

Indebtedness – being unable to live with your current money because it's too committed.

All this are major complications to one's wellness because if you are not happy, you are most likely to put a burden on your immune system. If you are affected physically, your coping mechanism is also likely to be affected.

If you have any questions regarding money matters, please forward them

to the author or the editor. We will answer them in our next issue.

For more information you can contact the writer:

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Mr Isaac Makala on money matters...

Internal Audit and Investigation Services

Fraud and Awareness Campaign

By Matomo Mabatja

In ensuring that all the employees are well conversant with the subject of fraud and corruption, and are aware of their role and responsibilities as far as fighting fraud and corruption is concerned, the Fraud Awareness and Investigation Unit has embarked on a Fraud Awareness Presentation campaign.

The Fraud Awareness Presentations will be held at all 11 Regional Offices and the Head Office Business Units. The Durban Regional Office had its workshops successfully held during February 2011. The attendance, interactions and feedback clearly demonstrated the interest and willingness to support such campaigns. The forthcoming Fraud Awareness Presentations will be held at our Polokwane, Nelspruit and Mmabatho Regional Offices during February and March 2011.

Fraud and corruption awareness presentations shall assist DPW employees with the following:

- Definition of fraud and corruption;
- The effect of fraud and corruption within DPW and the economy as a whole;
- Educate staff about the DPW stance towards fraud and corruption;
- Clarify the DPW integrated anti-corruption strategy; and
- Reporting mechanisms available to DPW employees.

It is the responsibility of all employees to immediately report all allegations or incidents of fraud and corruption to their immediate managers, Director: Fraud Awareness & Investigations and / or the Chief Audit Executive of the Department.

National Hotline: 0800 701 701.

It's a free call - make it - Blow the whistle on Fraud and Corruption.

For internal reporting officials can call: CAE Ms Tebby Tukisi @ (012) 337 3280 or Director: Fraud Awareness and Investigation Mr Jan Hoon @ 012 337 3111



DPW & KOREAN DELEGATION HANDS OVER BALLS TO SOCCER LEGENDS



Ambassador Kim flanked by DPW Managers and Soccer Legends during the handover



Ambassador Kim with Chief Director, Inter-Governmental Relations Mr Adam Mthombeni during the event



Colonel Eugene Motati receiving balls from South Korean Ambassador, Han-Soo Kim on behalf of South African Government



Colonel handing over the soccer balls to SA Soccer Legends



Former SA referee representing the South African Soccer Legends



South African Soccer Legends posing for a picture with South Koreans



Korean delegation put their heads together before the hand over ceremony



One of the soccer legends during the introduction session