



# REFLECTIONS

DEVELOPMENT INSTITUTE

## COMPANY PROFILE





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## 1. Introduction

The Reflections Development Institute (RDI) is a black owned and managed entity established in 2008. Our work is primarily in three areas of specialisation i.e. training, social facilitation, and consulting. Our training services are delivered in the form of full qualifications and learnership programmes; recognition of prior learning (RPL), skills programmes and public awareness campaigns. Our social facilitation services includes facilitating public participation in decision making linked to service delivery projects, policy formulation, and development planning. Our consulting services focuses on strategic planning, policy formulation and research.

Since its inception the RDI has led or participated in projects of a national, provincial or municipal scope in the aforementioned areas of specialisation. The RDI's participation in such projects has been either as a lead provider or part of a consortium. We have delivered projects of a national, provincial and municipal scale. Our clients include national departments such as the National Treasury, the Department of Cooperative Governance, and the Department of Environmental Affairs. We have also been of service to the South African Local Government Association (SALGA), Indalo Yethu, Mvula Trust, Housing Development Agency, Independent Development Trust, PSETA, EDTPSETA and LGSETA. Moreover, we have rendered services to municipalities and municipal entities such as Emfuleni, Mbombela, Bushbuckridge, Johannesburg Water, Johannesburg Development Agency, Johannesburg Social Housing Company etc.

### Vision

To be a leading training and development partner recognised for its client-focused, value-adding, and development-oriented approach to its services.

### Mission

RDI provides holistic training and development solutions that aim to enhance people's potential for development; improve organisational efficiency and effectiveness.

### Core Values

As a training and development partner, we have defined our own set of values which embraces the sort of service we want to deliver to our clients. These are:

- i. **Learner centred:** the learners' success is the ultimate success indicator;
- ii. **Fit for purpose:** we tailor our training programmes to meet the skills requirements of our clients and trainees;
- iii. **Unprejudiced:** we are devoid from biases;
- iv. **Quality education, training and development:** we deliver cost effective outcomes-based education, training and development in line with the National Skills Development Strategy;
- v. **Partnership with clients and stakeholders:** we treat our clients as partners and strive for long-term working relations;
- vi. **Client support:** we provide after care support that enable our clients to implement changes that are inspired by new discoveries post our training interventions;
- vii. Encourage learning through research, dialogue and ongoing reflections;

## 2. Establishment and Management

The RDI was registered in 2008 and started trading in 2009. 2017 marks the 9th year of success for the RDI. The RDI is a wholly black owned and managed company. The directorship of the company lies with Mr Themba Nkwinika who is also the Managing Director of the company.



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### 3. Our Core Services

The RDI has positioned itself as a training and development partner for public entities, development agencies, and the private sector. We offer the following services:

- Training and capacity building
- Public awareness and consumer education
- Stakeholder engagement and public participation
- Research and feasibility studies

#### 3.1. Training and Capacity Building

Reflections Development Institute (RDI) views capacity building as one of the important contributions to be made towards human development. At RDI, we believe that capacity building programmes should not only provide people with knowledge and skills but also prepare them for academic and career progression. In pursuit of this belief, the RDI undertakes to provide accredited training programmes tailored to meet our clientele's requirements.

We conduct training in the fields of Leadership, Economic Development, Development Management, Municipal Governance, Public Administration, Environmental Practices, Water and Waste Water Reticulation, Occupational Health and Safety and Project Management (see full list of RDI training programmes below). We currently enjoy CETA, LGSETA, PSETA, ETDPSETA and EWSETA accreditation status for our existing training programmes and we will continuously expand our scope of accreditation to meet our clients' requirements.

We provide training for the following markets:

- Councillors
- Municipal officials
- Government officials at national and provincial government
- Ward committees
- Cooperatives
- Small business
- NPOs
- Unemployed youth

#### Training Delivery

Our training services are delivered in 3 modes i.e. learnerships, skills programmes and RPL assessments.

- **Learnership:** learners enter into a 12 months learning agreement with the RDI. During the 12 months period learners work towards a full qualification through a combination of classroom and workplace based learning.
- **Skills programmes:** these are short courses that are delivered over a minimum of 2 days and a maximum of 5 days. These are tailored to meet the requirements of our clients.
- **RPL assessments:** this is tailored to help experienced employees attain formal qualifications based on the knowledge gained in the workplace.

#### Our Training Offerings

The RDI offers a suite of accredited and non-accredited training programmes. We currently enjoy full accreditation status with the local government sector training authority (LGSETA); Public Service Sector Education and Training Authority (PSETA); Construction Education and Training Authority (CETA); and Education, Training and Development Practices Sector Education and Training Authority (ETDP SETA). and the Services SETA. We offer both full qualifications and skills programmes.

## Full Qualifications on Offer

| SETA       | Qualification ID | Qualification Name                                                                                              | NQF Level | Number of Credits |
|------------|------------------|-----------------------------------------------------------------------------------------------------------------|-----------|-------------------|
| QCTO       | 101869           | Occupational Certificate: Project Manager                                                                       | 5         | 240               |
|            | 99714            | Occupational Certificate: Safety, Health and Quality Practitioner (Occupational Health and Safety Practitioner) | 5         | 256               |
|            | 99027            | Occupational Certificate: Poultry Farmer                                                                        | 5         | 226               |
|            | 97542            | Occupational Certificate: Early Childhood Development Practitioner                                              | 4         | 131               |
| LG-SETA    | 36436            | National Certificate: Local Economic Development                                                                | 4         | 163               |
|            | 36438            | National Certificate: Local Economic Development                                                                | 5         | 142               |
|            | 49552            | General Education and Training Certificate: Environmental Practice                                              | 1         | 122               |
|            | 49605            | National Certificate: Environmental Practice                                                                    | 2         | 128               |
|            | 48965            | Certificate: Municipal Financial Management                                                                     | 6         | 166               |
|            | 49554            | National Diploma: Public Finance Management                                                                     | 5         | 260               |
|            | 49752            | National Certificate: Environmental Practice                                                                    | 3         | 122               |
|            | 50309            | Further Education and Training Certificate: Environmental Practice                                              | 4         | 140               |
|            | 50372            | Further Education and Training Certificate: Municipal Finance and Administration                                | 4         | 157               |
|            | 67467            | National Certificate: Municipal Governance                                                                      | 5         | 140               |
|            | 50081            | Further Education and Training Certificate: Leadership Development                                              | 4         | 160               |
|            | 58578            | National Certificate: Local Government Councilor Practices                                                      | 3         | 122               |
|            | 57823            | National Certificate: Ward Committee Governance                                                                 | 2         | 120               |
|            | 66789            | National Certificate: Environmental Management                                                                  | 5         | 134               |
| PSETA      | 49196            | National Certificate: Social Housing Property Development                                                       | 6         | 147               |
|            | 49197            | Further Education & Training Certificate: Social Housing Supervision                                            | 4         | 146               |
|            | 49257            | National Certificate: Conflict Management and Transformation                                                    | 5         | 124               |
|            | 57804            | National Certificate: Public Administration                                                                     | 3         | 157               |
|            | 57824            | Further Education and Training Certificate: Public Administration                                               | 4         | 146               |
|            | 50060            | National Certificate: Public Administration                                                                     | 5         | 141               |
|            | 57827            | National Diploma: Public Administration                                                                         | 7         | 260               |
|            | 57897            | National Diploma: Public Administration                                                                         | 6         | 240               |
|            | 64670            | National Certificate: Public Financial Oversight and Accountability                                             | 6         | 128               |
|            | 86946            | Further Education and Training Certificate: Democracy, Active Citizenship and Parliamentary Services            | 4         | 126               |
| ETDP- SETA | 58761            | Further Education and Training Certificate: Early Childhood Development                                         | 4         | 140               |
|            | 20838            | National Certificate: ABET Practice                                                                             | 4         | 140               |
|            | 20483            | National Higher Certificate: ABET Practice                                                                      | 5         | 120               |



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|               |       |                                                                                                        |   |     |
|---------------|-------|--------------------------------------------------------------------------------------------------------|---|-----|
| EWSETA        | 48910 | Further Education and Training Certificate: Water Purification Processes                               | 4 | 160 |
|               | 58951 | National Certificate: Water and Wastewater Treatment Process Operations                                | 2 | 136 |
|               | 60155 | National Certificate: Water and Wastewater Reticulation Services                                       | 3 | 124 |
|               | 61669 | Further Education and Training Certificate: Community Water, Health and Sanitation Facilitation        | 4 | 148 |
|               | 61689 | National Certificate: Community Water, Health and Sanitation Promotion                                 | 2 | 127 |
|               | 61709 | Further Education and Training Certificate: Water and Wastewater Treatment Process Control Supervision | 4 | 166 |
|               | 63789 | National Certificate: Electrical Engineering                                                           | 2 | 140 |
|               | 63790 | National Certificate: Electrical Engineering                                                           | 3 | 133 |
|               | 60189 | FETC: Waste Water and Water Reticulation Services                                                      | 4 | 240 |
|               | 60190 | National Certificate: Water and Wastewater Process Control                                             | 3 | 138 |
|               | 60169 | National Certificate: Water and Wastewater Reticulation Services                                       | 2 | 124 |
| CETA          | 24273 | National Certificate: Community House Building                                                         | 2 | 124 |
|               | 65409 | Further Training and Education Certificate: Information Technology: Technical Support                  | 3 | 140 |
|               | 65891 | Further Education and Training Certificate:                                                            | 2 | 124 |
| MICT          | 49077 | National Certificate: Information Technology: End User Computing                                       | 3 | 130 |
|               | 79964 | Further Training and Education Certificate: Information Technology: Technical Support                  | 4 | 163 |
|               | 48872 | National Certificate: Information Technology: Systems Development                                      | 5 | 131 |
| CATHSSETA     | 73295 | National Certificate: Food Preparation and Cooking                                                     | 3 | 120 |
|               | 14111 | National Certificate: Professional Cookery                                                             | 4 | 145 |
|               | 14113 | National Certificate: Food and Beverage Services                                                       | 4 | 133 |
|               | 71549 | Further Education and Training Certificate: Tourist Guide                                              | 4 | 134 |
| SERVICES SETA | 61755 | General Education and Training Certificate: Business Practices                                         | 1 | 122 |
|               | 23833 | Further Education and Training Certificate: Generic Management                                         | 2 | 130 |
|               | 61595 | Further Education and Training Certificate: Business Administration                                    | 4 | 140 |
|               | 49648 | National Certificate: New Venture Creation (SMME)                                                      | 2 | 138 |
|               | 66249 | Further Education and Training Certificate: New Venture Creation                                       | 4 | 149 |
|               | 23833 | Further Education and Training Certificate: Project Management                                         | 4 | 136 |
| AgriSETA      | 48970 | National Certificate: Animal Production                                                                | 1 | 120 |
|               | 48976 | National Certificate: Animal Production                                                                | 2 | 120 |
|               | 48979 | National Certificate: Animal Production                                                                | 4 | 120 |
|               | 49048 | National Certificate: Animal Production                                                                | 3 | 120 |

## Skills Programmes on Offer

The RDI offers skills programmes that are tailored to meet the requirements of our clients. Below are the accredited skills programmes that we offer:

### House Building Skills

- Bricklaying
- Plastering
- Tiling
- Painting
- Erecting and installing ceilings
- Erect concrete floors
- Install glazing
- Erect roofing

### Communication Skills Development Programmes

- Communication Skills
- Report Writing Skills
- Business Writing Skills
- Speech Writing
- Public Speaking
- Stakeholder Relations
- Planning and Conducting Meetings

### Skills Development Facilitation Programmes

- Conducting Outcomes Based Assessments
- Conduct Outcomes Based Moderations
- Recognition of Prior Learning (RPL)
- Training facilitation skills
- Sign language

### Leadership and Management Development Programmes

- Conflict Management
- Leadership Skills
- Governance
- Emotional Intelligence in Leadership
- Project Management
- Problem Solving
- Managing HIV/AIDS in the Work Place

### Occupational and Environmental Safety Programmes

- Environmental Management
- Occupational Health and Safety
- Employee Health and Safety
- Basic Fire Fighting
- First Aid
- Waste Management

### Public Management Development Programmes

- Integrated Development Planning (IDP)
- Local Economic Development (LED)
- Allocate transactions using all segments of the Standard Chart of Accounts (SCOA)
- Finance for None-Financial Managers
- Supply Chain Management
- Basic Research Skills
- Conducting Community Needs Assessment
- Public Participation
- Public Private Partnerships
- Process Facilitation

### Small Business Development

- New venture creation
- Business plan development
- Product development



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- Customer service
- Marketing skills
- Financial management
- Business administration
- Financial management
- Basic bookkeeping

#### Technical skills

- Electrical engineering
- Renewable energy
- Domestic electrical installation
- Solar panel installation
- Domestic appliance repairs
- Plumbing

#### ICT Skills

- End user computing
- Basic computer skills
- IT technician

### 3.2. Public and Consumer Education

The RDI conduct public/ and or consumer education on programmes or products that are newly introduced for public consumption. The content of these education programmes is mainly based on the product being introduced i.e. what the programme/product is; how to use it properly, benefits of proper usage of the product etc. To date we have successfully implemented public awareness in the following fields:

- Water conservation
- Proper use of sewer infrastructure
- Health and Hygiene

### 3.3. Stakeholder Engagement and Public Participation

Both the development and public sector value beneficiary involvement in development projects. Given the contested nature of development processes, skilful and matured facilitators to promote working relations amongst stakeholders are required. The RDI provide facilitators who ensure good relations between developers, community leaders, and beneficiaries during infrastructure development projects. Our facilitators also serve as a link between the project managers, implementing government department, and beneficiaries. To date we have successfully ensured healthy stakeholder relations in projects such as:

- Feasibility studies;
- Neighbourhood development programmes;
- Environmental upgrade programmes;
- Road construction projects;
- Social housing development projects;
- Sanitation infrastructure development projects;

### 3.4. Research and feasibility studies

The RDI provides project linked research on targeted areas. The research that we conduct is primarily aimed at guiding our clients when they are about to make strategic decisions. This will be in the form of feasibility studies or baseline assessments. To date the RDI has conducted project based research for:

- Solid waste management projects;
- Water and sanitation services;
- Environmental management projects;

#### 4. Our Organisational Experience

| Area of Expertise   | Activity                                                                                                | Client/Institution                                        | Period                      |
|---------------------|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------|
| Consulting Services | Development of a framework for mainstreaming Older Persons in local government                          | South African Local Government Association                | May 2015 – November 2015    |
|                     | Feasibility Study- water reticulation for Greater Tubatse Municipality                                  | Greater Tubatse Municipality and National Treasury        | March 2009 – April 2012     |
|                     | Part of a Consortium that Reviewed the impact of the LGSETA mandatory grant                             | LGSETA and Cities Network                                 | June 2012 – May 2013        |
|                     | Research capacity building for the Accountant General                                                   | National Treasury                                         | March 2012 – February 2013  |
|                     | Programme Evaluation (Civil Society Support Programme)                                                  | German Development Services (DED)                         | August 2010 – January 2011  |
|                     | Development of an LED Strategy for Gert Sibande District Municipality                                   | KDBS Consulting                                           | June 2009 – December 2009   |
|                     | Mainstreaming of HIV/ AIDS in Local Government programmes                                               | COGTA National and Mpumalanga Provincial Governments      | February 2010 – July 2010   |
|                     | Facilitation of a Ward Committee Summit                                                                 | Bushbuckridge Local Municipality                          | October 2009 – March 2010   |
|                     | Development of a Solid Waste Management Strategy                                                        | Greater Tubatse Local Municipality/ and National Treasury | April 2012 – July 2012      |
|                     | Review of Mhlontlo Integrated Development Plan                                                          | KDBS Consulting                                           | August 2009 – November 2009 |
|                     | Impact assessment for the Community Development Worker programme                                        | Department of Public Services and Administration          | February 2008 – May 2008    |
|                     | Institutional capacity assessment for the delivery of water services in Limpopo District Municipalities | SHISAKA & KDBS                                            | June 2008 – August 2008     |
|                     | Institutional capacity assessment for Governance in Gauteng Municipalities                              | PDG & KDBS                                                | October 2008 – January 2009 |



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| Area of Expertise   | Activity                                                                                                               | Client/Institution                       | Period                       |
|---------------------|------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------|
| Social Facilitation | Social facilitation: Chaneng Primary School Upgrade project                                                            | Thembaekele Consulting on behalf of DBSA | 2021-2024                    |
|                     | Social Facilitation: Indi-Anatlatic Route upgrade programme                                                            | Thembaekele Consulting on behalf of DBSA | 2021-2024                    |
|                     | Social facilitation: Conversion of Open Drains Underground Stormwater Management Systems in Ivory Park- Phases 4,5 & 6 | Nevhutalo Consulting on behalf of JRA    | 2018-2024                    |
|                     | Social facilitator/s at two communities where social housing projects are approved for development                     | SHRA                                     | October 2018-September 2019  |
|                     | Social facilitation Naciefeld Station Precinct                                                                         | Johannesburg Social Housing Agency       | June 2017-July 2018          |
|                     | Social facilitation for Slovoville clinic construction project                                                         | Johannesburg Development Agency          | October 2018-September 2019  |
|                     | Social facilitation and health and hygiene training                                                                    | IDT Limpopo                              | March 2014-April 2015        |
|                     | Social Facilitation: EcoTown Greening Project                                                                          | Indalo Yethu                             | September 2011 – August 2012 |
|                     | Social Facilitation: Road D737 Rehabilitation Project                                                                  | Limpopo Road and Transport Department    | May 2011-June 2012           |
|                     | Social Facilitation: Implementation of Slovoville Clinic Project                                                       | Johannesburg Development Agency (JDA)    | August 2012 –July 2014       |
|                     | Social Facilitation: Household profiling for IS Limpopo                                                                | Housing Development Agency (HDA)         | June 2014 –January 2015      |



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| Area of Expertise | Activity                                                                                   | Client/Institution                                                                                      | Period                         |
|-------------------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------|
| Training          | Learnership programme: Animal production                                                   | Capricorn TVET College                                                                                  | September 2023 – December 2024 |
|                   | Learnership programme: Business Administration                                             | Alfred Nzo District Development Agency                                                                  | September 2023 – December 2024 |
|                   | Skills programme: Mentorship and Coaching                                                  | City Johannesburg                                                                                       | November 2023- June 2024       |
|                   | Skills programme: New Venture Creation                                                     | Alfred Nzo District Development Agency                                                                  | July 2022 – December 2023      |
|                   | Learnership programme: Water and wastewater process control                                | ERWAT                                                                                                   | July 2021- December 2024       |
|                   | Learnership programme: Water and Wastewater process control                                | Sarah Baartman District Municipality                                                                    | July 2022- March 2024          |
|                   | Skills programme: New Venture Creation                                                     | Sekhukhune TVET College                                                                                 | Mach 2021- December 2022       |
|                   | Skills programme: Customers service skills                                                 | Unisa Enterprise Development                                                                            | June 2020- December 2021       |
|                   | Skills programme: Environmental Practice                                                   | Free State Development Cooperation                                                                      | September 2020- July 2022      |
|                   | Skills programme: Environmental Practice                                                   | Western Cape Community Education and Training College                                                   | July 2019- June 2022           |
|                   | Skills programme: Environmental Practice                                                   | Western Cape Community Education and Training College                                                   | July 2019- June 2022           |
|                   | Learnership: Environmental Practice                                                        | Northern Cape Rural TVET College                                                                        | July 2019- Juen 2022           |
|                   | Learnership: Project Management                                                            | Northern Cape Rural TVET College                                                                        | July 2019- Juen 2022q          |
|                   | Learnership: Environmental Practice – NQF Level 3 (City of Johannesburg)                   | LGSETA                                                                                                  | July 2019 – June 2020          |
|                   | Learnership: Environmental Practice – NQF Level 3 (West Rand District Municipality)        | LGSETA                                                                                                  | April 2019 –March 2020         |
|                   | Skills Programmes (2) – Environmental Management (Waste Management) – NQF 5 – KZN Province | Department of Environmental Affairs (DEA) Environmental Protection and Infrastructure Programmes (EPIP) | September 2019 – May 2020      |
|                   | Skills Programmes (2) – Environmental Management (Waste Management) – NQF 5 – NW Province  | DEA EPIP                                                                                                | September 2019 – May 2020      |



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| Area of Expertise | Activity                                                                                                                    | Client/Institution                                             | Period                       |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|------------------------------|
| Training          | Skills Programme – Environmental Practice (Waste Management) – NQF 2                                                        | Free State Development Corporation (FDC)                       | August 2019 – August 2020    |
|                   | Skills Programme – Environmental Practice (Waste Management) – NQF 2                                                        | Western Cape Community Education and Training College (WCCETC) | April 2019 – August 2020     |
|                   | Learnership: Environmental Practice – NQF Level 1 (Western Cape)                                                            | DEA EPIP                                                       | March 2018 - September 2019  |
|                   | Skills Programme – Environmental Management (Waste Management – NQF 5) (North West)                                         | DEA EPIP                                                       | March 2018 – September 2020  |
|                   | Learnership: Plant Production – NQF Level 3                                                                                 | National Skills Fund (NSF)                                     | January 2018 – December 2019 |
|                   | Learnership: Community House Building – NQF Level 2                                                                         | NSF                                                            | January 2018 – December 2019 |
|                   | Skills Programmes:<br>• Bricklaying NQF Level 3<br>• Plastering NSF Level 3<br>• Tiling NSF Level 3<br>• Plumbing – Level 4 | NSF                                                            | January 2018 – December 2019 |
|                   | Occupational Health and Safety (OHS) Induction for Gauteng Provincial Government (GPG) Officials                            | Gauteng Department of Education (GDE)                          | January 2018 – July 2019     |
|                   | Skills Programme: Project Management - NQF Level 5                                                                          | NCRTVET College                                                | October 2017 – May 2018      |
|                   | Skills Programme: Environmental Practice – NQF Level 2 (Department of Public Works – Limpopo)                               | LGSETA                                                         | March 2017 - March 2018      |
|                   | Learnership: Environmental Practice – NQF Level 4                                                                           | LGSETA                                                         | January 2016 - February 2017 |
|                   | Learnership: Environmental Practice – NQF Level 2                                                                           | Northern Cape Rural TVET College                               | June 2016- July 2017         |
|                   | Learnership: Municipal Finance- NQF Level 6                                                                                 | Northern Cape Rural TVET College                               | June 2016- July 2017         |
|                   | Learnership: Municipal Finance- NQF Level 4                                                                                 | Northern Cape Rural TVET College                               | June 2016- July 2017         |
|                   | Learnership: Public Administration- NQF Level 3                                                                             | Gauteng City Region Academy                                    | January 2016- March 2017     |
|                   | RPL- Water and Waste Water Process Controller                                                                               | Mbombela Local Municipality                                    | November 2016 – April 2017   |
|                   | RPL skills programme                                                                                                        | PSETA                                                          | July 2015 - February 2016    |



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| Area of Expertise | Activity                                                                                                                                                  | Client/Institution                                | Period                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|--------------------------------|
| Training          | Learnership: Environmental Practice – NQF Level 4                                                                                                         | ETDP SETA                                         | November 2014- October 2015    |
|                   | Learnership: Environmental Practice – NQF Level 4                                                                                                         | Bushbuckridge Local Municipality                  | November 2014- December 2015   |
|                   | Skills programme- community based planning                                                                                                                | Gauteng COGTA                                     | November 2015- January 2016    |
|                   | Skills programme- waste management                                                                                                                        | Limpopo Department of Public Works                | November 2014- July 2015       |
|                   | Skills programme- Labour relations                                                                                                                        | Ermfuleni local municipality                      | September 2015 – December 2016 |
|                   | Skills programme- environmental practice                                                                                                                  | Lepelle Northern Water                            | March 2015 – June 2016         |
|                   | Waste Management Training for municipal Chief Financial Officers and Technical Directors                                                                  | Department of Environmental Affairs               | April 2012 - February 2014     |
|                   | Health and Hygiene Training for Municipal Officials                                                                                                       | Waterberg District Municipality                   | May 2012 – April 2013          |
|                   | Project Management Training                                                                                                                               | National Development Agency                       | June 2012 – September 2013     |
|                   | Cooperative Governance                                                                                                                                    | National Development Agency                       | August 2012- November 2013     |
|                   | Conflict management training                                                                                                                              | National Development Agency                       | July 2012 – October 2013       |
|                   | Disability framework training                                                                                                                             | SALGA Northern Cape                               | October 2012 – March 2013      |
|                   | Training of municipal officials on HIV and Mainstreaming in Local Governance in Mpumalanga, Limpopo, Western Cape, North West and Northern Cape Provinces | Department of Cooperative Governance and SALGA    | November 2010 – May 2011       |
|                   | Train of Trainers for Municipal Finance Management Programme                                                                                              | Mathew Goniwe School of Leadership and Governance | September 2009 – March 2010    |
|                   | Facilitation of the Ward Committee Summit                                                                                                                 | Bushbuckridge Local Municipality                  | February 2009 – September 2009 |



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| Area of Expertise | Activity                                                                                                                | Client/Institution                                                                                                                   | Period                       |
|-------------------|-------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Training          | Municipal Administration                                                                                                | Rustenburg Local Municipality                                                                                                        | October 2009 – January 2010  |
|                   | Training Ward Committees                                                                                                | Mafikeng Local Municipality                                                                                                          | May 2008 – August 2008       |
|                   | Training Civil Society Organisations in:<br>Local Governance<br>Municipal Budget Analysis<br>Local Economic Development | Eastern Cape NGO Coalition<br>Mpumalanga Civil Society Forum<br>Fair Share;<br>Planact<br>EISA;<br>TSET;<br>DED;<br>InWent;<br>& GTZ | March 2007 - November 2009   |
|                   | Stakeholder forum training                                                                                              | Johannesburg Water                                                                                                                   | April 2012- July 2012        |
|                   | Training Ward Committees                                                                                                | Mbombela Local Municipality                                                                                                          | March 2013 -October 2013     |
|                   | Training Ward Committees                                                                                                | Emfuleni Local Municipality                                                                                                          | October 2013 - February 2014 |
|                   | Protocol for Councilor's training                                                                                       | Greater Letaba Municipality                                                                                                          | May 2014 - November 2014     |
|                   | Environmental Practice Learnership                                                                                      | Bushbuckridge Local Municipality                                                                                                     | October 2014 -March 2015     |
| Public Awareness  | Health and Hygiene Training                                                                                             | Independent Development Trust (IDT)                                                                                                  | January 2011- July 2011      |
|                   | Health and Hygiene Training                                                                                             | The Mvula Trust                                                                                                                      | November 2013 - April 2014   |
|                   | Public education in : water and sanitation                                                                              | Johannesburg Water                                                                                                                   | April 2013 - September 2013  |
|                   | Public education in: proper use of sewer infrastructure and water conservation                                          | Johannesburg Water                                                                                                                   | February 2013 - April 2014   |
|                   | Public education in: proper use of sewer infrastructure and water conservation                                          | Johannesburg Water                                                                                                                   | July 2015 - December 2016    |



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| Area of Expertise | Activity                                                                                   | Client/Institution                                                                                      | Period                         |
|-------------------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------|
| Training          | Learnership programme: Animal production                                                   | Capricorn TVET College                                                                                  | September 2023 – December 2024 |
|                   | Learnership programme: Business Administration                                             | Alfred Nzo District Development Agency                                                                  | September 2023 – December 2024 |
|                   | Skills programme: Mentorship and Coaching                                                  | City Johannesburg                                                                                       | November 2023- June 2024       |
|                   | Skills programme: New Venture Creation                                                     | Alfred Nzo District Development Agency                                                                  | July 2022 – December 2023      |
|                   | Learnership programme: Water and wastewater process control                                | ERWAT                                                                                                   | July 2021- December 2024       |
|                   | Learnership programme: Water and Wastewater process control                                | Sarah Baartman District Municipality                                                                    | July 2022- March 2024          |
|                   | Skills programme: New Venture Creation                                                     | Sekhukhune TVET College                                                                                 | Mach 2021- December 2022       |
|                   | Skills programme: Customers service skills                                                 | Unisa Enterprise Development                                                                            | June 2020- December 2021       |
|                   | Skills programme: Environmental Practice                                                   | Free State Development Cooperation                                                                      | September 2020- July 2022      |
|                   | Skills programme: Environmental Practice                                                   | Western Cape Community Education and Training College                                                   | July 2019- June 2022           |
|                   | Skills programme: Environmental Practice                                                   | Western Cape Community Education and Training College                                                   | July 2019- June 2022           |
|                   | Learnership: Environmental Practice                                                        | Northern Cape Rural TVET College                                                                        | July 2019- Juen 2022           |
|                   | Learnership: Project Management                                                            | Northern Cape Rural TVET College                                                                        | July 2019- Juen 2022q          |
|                   | Learnership: Environmental Practice – NQF Level 3 (City of Johannesburg)                   | LGSETA                                                                                                  | July 2019 – June 2020          |
|                   | Learnership: Environmental Practice – NQF Level 3 (West Rand District Municipality)        | LGSETA                                                                                                  | April 2019 –March 2020         |
|                   | Skills Programmes (2) – Environmental Management (Waste Management) – NQF 5 – KZN Province | Department of Environmental Affairs (DEA) Environmental Protection and Infrastructure Programmes (EPIP) | September 2019 – May 2020      |
|                   | Skills Programmes (2) – Environmental Management (Waste Management) – NQF 5 – NW Province  | DEA EPIP                                                                                                | September 2019 – May 2020      |



# REFLECTIONS

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| Area of Expertise   | Activity                                                                                                               | Client/Institution                       | Period                       |
|---------------------|------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------|
| Social Facilitation | Social facilitation: Chaneng Primary School Upgrade project                                                            | Thembaekele Consulting on behalf of DBSA | 2021-2024                    |
|                     | Social Facilitation: Indi-Anlatic Route upgrade programme                                                              | Thembaekele Consulting on behalf of DBSA | 2021-2024                    |
|                     | Social facilitation: Conversion of Open Drains Underground Stormwater Management Systems in Ivory Park- Phases 4,5 & 6 | Nevhutalo Consulting on behalf of JRA    | 2018-2024                    |
|                     | Social facilitator/s at two communities where social housing projects are approved for development                     | SHRA                                     | October 2018-September 2019  |
|                     | Social facilitation Naciefeld Station Precinct                                                                         | Johannesburg Social Housing Agency       | June 2017- July 2018         |
|                     | Social facilitation for Slovoville clinic construction project                                                         | Johannesburg Development Agency          | October 2018-September 2019  |
|                     | Social facilitation and health and hygiene training                                                                    | IDT Limpopo                              | March 2014-April 2015        |
|                     | Social Facilitation: EcoTown Greening Project                                                                          | Indalo Yethu                             | September 2011 – August 2012 |
|                     | Social Facilitation: Road D737 Rehabilitation Project                                                                  | Limpopo Road and Transport Department    | May 2011- June 2012          |
|                     | Social Facilitation: Implementation of Slovoville Clinic Project                                                       | Johannesburg Development Agency (JDA)    | August 2012 –July 2014       |
|                     | Social Facilitation: Household profiling for IS Limpopo                                                                | Housing Development Agency (HDA)         | June 2014 –January 2015      |



# REFLECTIONS

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