



**ARRANGED AS TITLES FOR SUB-PROJECTS:1. "Dairyman" curriculum pilot study finalization 2. Promotion of workplace training participation by industry 3. Promotion of tertiary education in dairy-related disciplines**

(PRJ-0005-2013)

**SAMPRO (Training)**

**Year 2013** (January 2013 till December 2013)

**Project goals**

**Goal 1 - Capturing of curriculum design on QCTO 'tool', including amendments by QCTO (approval Constituency Group)**

***Achievements***

SAMPRO's role in the capturing of the curriculum on QCTO tool has been completed. A Progress meeting is to be held on 20/1/14 with QCTO to determine their progress in this regard.

***No Non-achievements / underperformance has been reported***

**Goal 2 - Finalizing of SAMPRO 'Implementation Guidelines' and additional, required administrative tools**

***Achievements***

Initial developments completed in 2012 and 2013. Further formalization into Education and Training (ETD) policy and Training Quality Management System (QMS) to be connected to finalization of FoodBev SETA's (FBS) application for registration as Assessment Quality Partner (AQP) with QCTO and entering into Service Level Agreement (SLA) with SAMPRO for the co-management of the Dairyman curriculum implementation in 2014.

***No Non-achievements / underperformance has been reported***

**Goal 3 - Guidance as to the completion of Foundational Learning Competence & Workplace Relations**

***Achievements***

Completed but ongoing for new learners in 2014 and further on.

## ***No Non-achievements / underperformance has been reported***

### **Goal 4 - Guiding the construction of Portfolio's of Evidence for pilot study learners and seeing to its completion**

#### ***Achievements***

Requirements compiled and inserted into Implementation guidelines. Disseminated in 2012 and 2013, and will continue through 2014 and further on.

## ***No Non-achievements / underperformance has been reported***

### **Goal 5 - Arranging and performing final, external, integrated assessments, with the aid of consultants**

#### ***Achievements***

Six (and seventh partially) completed in stead of 35 planned for 2013.

#### ***Non-achievements / underperformance***

29 less than planned. This cannot be scheduled as the learners must complete certain learning components at work. This is not under the control of SAMPRO and depends solely on priorities at the workplace.

#### ***Reasons for non-achievements / underperformance***

Lack of completion of workplace mentoring by participating enterprises, notwithstanding frequent and urgent reminders on a continuous basis.

#### ***Planned remedies for non-achievements / underperformance***

Obtained commitment from appreciable number of participating enterprises to attempt to complete existing learners' internal assessments for completion in 2013 (aimed for first quarter, but can accommodate also in third and fourth quarters).

### **Goal 6 - Reporting to SETA and QCTO on the process and curriculum, with request for certificates**

## **Achievements**

Not applicable yet, as the AQP registration (for which FBS must apply) is still in arrears. FBS are continuously informed of developments on SAMPRO's side though.

## **Non-achievements / underperformance**

Final reports (format as yet unknown) on the outcome of Final, External, Integrated Assessments, with proof of evidence for Foundational Learning Competence (FLC) and supervisory training by Dairyman learners.

## **Reasons for non-achievements / underperformance**

SLA between SAMPRO and FBS not in place yet. ETD policy and Training QMS still to be completed as per SLA.

## **Planned remedies for non-achievements / underperformance**

Planned for 2014 (first quarter, as far as possible).

## **Goal 7 - Provide guidance on implementation guidelines and compilation of Portfolio's of Evidence (repeat of activity done in 2012 - no cost)**

### **Achievements**

Completed, but will be ongoing as long as the curriculum is in existence.

### **No Non-achievements / underperformance has been reported**

## **Goal 8 - Support the recruitment of Black schools-leavers in co-operation with FMCG Training Solutions for continued learnerships**

### **Achievements**

Provider (FMCG Training Solutions) have indicated that all 36 candidates are still on track. Completion will only be in the first quarter of 2014 as the SETA year starts on 1 April and extends to 31 March of the following year.

### **No Non-achievements / underperformance has been reported**

## **Goal 9 - Market existing SAMPRO learning materials, SAMPRO involvement with various skills development initiatives and SETA**

## **Achievements**

All planned interventions completed: Exhibition during and presentation to SASDT symposium; exhibition at Careers Fair (UP); two normal newsletters dispatched; various inquiries handled on existing and most suitable learning materials available during the year.

## **No Non-achievements / underperformance has been reported**

### **Goal 10 - Conduct office-based advisory service to industry members on skills development**

#### **Achievements**

Substantial numbers of inquiries handled, whether by telephone or electronic mail during the year, to inform and give guidance on skills development and available learning materials and interventions.

#### **Non-achievements / underperformance**

None (as far as is known)

#### **Reasons for non-achievements / underperformance**

None

#### **Planned remedies for non-achievements / underperformance**

Continuation in 2014

### **Goal 11 - Serve on selected Advisory Committees and sub-committees of Milk SA and SAMPRO, to contribute subject matter expertise**

#### **Achievements**

Attended all scheduled meetings (when not out of office on training or assessment delivery), also establishment meeting of Dairy Chamber and second, follow-up meeting during which reporting and planning were on the agenda. Played leading role in both this and Technical Committee meetings on Dairy products compositional Regulations.

#### **Non-achievements / underperformance**

None (as far as is known)

#### **Reasons for non-achievements / underperformance**

None

#### **Planned remedies for non-achievements / underperformance**

None (to be continued in 2014)

### **Goal 12 - Supply printed copies of learning materials as and when ordered, to industry enterprises**

## **Achievements**

Completed for all learners as requested by Provider (FMCGTS)

***No Non-achievements / underperformance has been reported***

## **Goal 13 - Administrate Milk SA bursaries for PDIs**

### **Achievements**

Eight bursaries awarded and administrated. Also assisted those beneficiaries who attempted to obtain employment.

***No Non-achievements / underperformance has been reported***

## **Goal 14 - Linking of bursary awards “ as far as is possible “ to specific research needs indentified by Research & Development Advisory Committee & Research**

### **Achievements**

Not applicable as reported in quarterly reports. Research is only properly done at Master's and Doctorate level studies; the awarded bursaries was at Honors level at the highest.

***No Non-achievements / underperformance has been reported***

## **Goal 15 - Support tertiary students (bursary beneficiaries and others) financially to attend SASDT symposium**

### **Achievements**

11 students supported in this regard (less than expected, but no application was rejected).

***No Non-achievements / underperformance has been reported***

## **Income and expenditure statement**

Income and expenditure statement	<a href="#">SAMPRO OPL bestuurstaat Des13.pdf</a>
Unnecessary spending during period	No

## **Popular Report**

No file has been uploaded

## **Additional documentation**

No file has been uploaded

## Statement

Levy funds were applied only for the purposes stated in the contract	Yes
Levy funds were applied in an appropriate and accountable manner	Yes
Sufficient management and internal control systems were in place to adequately control the project and accurately account for the project expenditure	Yes
The information provided in the report is correct	Yes