



## **Transformation: Secondary Industry Skills Development**

(PRJ-0105-2016)

### **SAMPRO (Training)**

**Quarter 4 2016/2016** (October 2016 till December 2016)

#### **Project goals**

**Goal 1, Sub-goal A - Finalization of the empowering of industry's workplace learning endeavour in terms of the Dairyman curriculum. Sub-goal: Completion of the pilot study for Dairyman learners participating between 2011 and 2014.**

#### **Achievements**

Requests led to an increase in the number of final assessments for Dairyman in the fourth quarter. A total of 9 (nine) further final assessments were performed (1xKZN; 3xNW; 2xFS; 2xEC; 1xWC). The candidates were all successful and their Portfolios of Evidence are at a high standard, though not all have completed certain requirements for the Portfolios. All possible support is rendered to finalize the latter. The assessments included participants from the first and second rounds of Dairyman courses. Four of the nine candidates were first round candidates.

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

As stated in the third quarter report, it is impossible to measure success quantitatively, as the preparation of learners for final assessment, is not dependant on any further inputs from the project. It would have been 'more' successful if more assessments were requested from participating enterprises.

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

Work-load at enterprises was reported by enterprises as reason for non-availability for preparation for and conduct of final assessments.

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

Continued support in any way possible (e.g. recommendations on evidence for inclusion in Portfolios; recommendations on focus areas for practical assessments; making available all existing questionnaires for theory preparation, etc.) to promote preparedness of learners for final assessment, including advice to on-site trainers/mentors.

**Goal 1, Sub-goal B - Finalization of the empowering of industry's workplace learning endeavour in terms of the Dairyman curriculum. Sub-goal: Completion of the second round of Dairyman learners participating in 2015.**

### ***Achievements***

REFER REPORT FOR GOAL 1 SUB-GOAL A: Requests led to an increase in the number of final assessments for Dairyman in the fourth quarter. A total of 9 (nine) further final assessments were performed (1xKZN; 3xNW; 2xFS; 2xEC; 1xWC). The candidates were all successful and their Portfolios of Evidence are at a high standard, though not all have completed certain requirements for the Portfolios. All possible support is rendered to finalize the latter. The assessments included participants from the first and second rounds of Dairyman courses. Five of the nine candidates were second round candidates.

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

Though difficult to quantify, too few second round candidates have been assessed.

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

Workload and non-commitment of learners to actively construct portfolios. In addition, mentors at participating enterprises could present more leadership in this regard.

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

Renewed attempts before end of first month of new year to motivate learners and mentors to complete the process. There are indications (EC) that intense motivation and support is being mobilised to support learners to expediently complete their portfolios and preparation for final assessments.

**Goal 2, Sub-goal A - Empowering industry with the registration of a second Occupational curriculum in replacement of existing unit standards and managing the implementation thereof – Milk Reception Operator (MRO). Sub-goal: Supporting the process of development of the required four documents by the appointed Qualification Development Facilitator (QDF) and FoodBev SETA as DQP (Development Quality partner) and AQP (Assessment Quality Partner).**

### ***Achievements***

The development of the required documents for submission to QCTO via FoodBev SETA is complete. This qualification is actually (somewhat like Dairyman which exhibits 10 part-qualifications that are actually specializations) a part-qualification of the qualification level titled Process Machine Operator (which consists of 28 part-qualifications), but in fact a dairy specific (part-qualification). The documents have been submitted to the

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

Qualification not yet submitted to QCTO by FoodBev SETA.

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

appointed Qualification Development Facilitator (QDF) (who is not employed in the Dairy industry). A sign-off meeting was co-facilitated to expedite the process, but up to now the qualification has not been submitted to QCTO, for reason of certain part-qualifications not being complete.

Qualification Development Facilitator was still completing certain amendments to other part-qualifications in the parent qualification in which Milk Reception Operator resorts.

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

Attendance of an information session of QCTO on 27 January 2017 to (1) determine status of already submitted qualifications (Dairyman) and any changes to submissions that may be needed in future, together with Qualification Development Facilitator and FoodBev SETA staff. This does not guarantee success but at least gives better insight into processes and may improve future submissions.

**Goal 2, Sub-goal B - Goal 2: Empowering industry with the registration of a second Occupational curriculum in replacement of existing unit standards and managing the implementation thereof – Milk Reception Operator (MRO). Sub-goal: Manage the development of tools, learning materials and the provision of learning for Milk Reception Operator (MRO).**

***Achievements***

AS PER THIRD QUARTER REPORT: New Power Point learning aids (for the instructor) has been developed for MRO, learning materials have been repackaged and assessment tools have been developed fully. A run of the workshops for MRO has started in the third quarter and WAS COMPLETED in the fourth quarter. Six learners are participating, in line with the recommendations of the Advisory sub-committee (small number only).

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

**Goal 3 - Initiate the development of the curriculum for a third Occupational qualification – Food (Dairy) Laboratory Analyst (FLA). [This will, in all probability, be a part-qualification as component of an over-arching occupational qualification]**

***Achievements***

An analysis of the Occupational Profile was compiled, together with a 'broad appreciation of how the provision of the course could be performed. This was circulated to trainers in industry and the nominated Constituency Group (CG) involved in Laboratory Analyst. Scheduled work meetings was cancelled by FoodBev SETA to allow for a Board meeting during which the approval for

***Non-achievements / underperformance***

QDF not yet appointed (the Project only makes recommendations but does not make the appointment). No CG meetings held as yet.

***Reasons for non-***

development of this learnership and budgetary allocations (by the Board) had to be obtained. CG meetings has been moved to first quarter 2017, but no dates have been fixed yet by FoodBev SETA.

### ***achievements / underperformance***

As reported in third quarter, lack of a number of decisions and performances by SETA. The Project is still pushing hard for events in the process. A meeting in December 2016 placed on record the outstanding issues to be addressed expediently by FoodBev SETA to advance the progress.

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

Meeting on outstanding issues held with FoodBev SETA ETQA staff in December 2016. Awaiting restart of process (but not within direct control of Project).

**Goal 4 - Identify potential Skills Programmes (SPs) within the Dairyman and Milk Reception Operator curricula for registration with Quality Council for Trades and Occupations (QCTO), as discreet learning interventions for a phased approach to possible qualification attainment for these qualifications.**

### ***Achievements***

Completed and submitted to FoodBev SETA.

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

No report received from SETA or policy statements on how to deploy these SPs yet.

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

ETQA staff not yet sure how to handle SPs contained in 'new' qualifications.

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

Addressing the questions of deployment of SPs to be discussed in 27 January 2017 information meeting with QCTO.

**Goal 5 - Maintenance (and conduct) of Dairy-technical subject matter**

expertise.

### **Achievements**

Meetings of committees serving on attended if not out of office for curriculum matters (Dairyman, MRO, assessments). Fair interaction with CEP project and Regulations and Standards project, as well as primary industry and main Transformation project.

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

### **Goal 6 - Continuation of the School-leavers ('matriculants') programme.**

#### **Achievements**

All financial contribution done (last in fourth quarter). No printing done for goal.

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

### **Goal 9 - Marketing of training endeavour and products via exhibition at and attendance of the annual SASDT symposium**

#### **Achievements**

Completed in all aspects of planning.

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

## **Income and expenditure statement**

Income and expenditure statement	<a href="#">SecTrgFin_Oct2016.doc</a>
Unnecessary spending during period	No

## **Popular Report**

[Popular report PRJ-0105\\_4th qtr 2016.doc](#)

## **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