

FP & M SETA

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Industry experts share governance responsibilities

The FP&M SETA has entered the 2nd year of its existence and remains focused on carrying out its mandate to promote skills planning and development in the fibre processing and manufacturing sector in accordance with its strategic and annual performance plans. In order to achieve this, FP&M SETA management and staff work closely with the Accounting Authority and committees appointed to oversee the governance and strategic direction of the organisation.

The FP&M SETA Accounting Authority (Board) and Committees were constituted in accordance with the standard constitution used by all SETAs which prescribes the membership structure and informs the terms of reference.

In terms of the guidelines provided by the Department of Higher Education and Training (DHET) on the maximum size of the Board and certain committees, not all thirteen sub-sectors of the FP&M SETA could be represented individually on the Board and committees. Through a stakeholder consultation process, employer and labour organisations agreed on the allocation of seats on the Board and the Committees to ensure that the FP&M sub-sectors are adequately represented across all governance structures.

The FP&M SETA Board is made up of industry representatives (6 employer and 6 labour representatives) and 3 ministerial appointees.

The Board, under the leadership of its independent chairperson, Mr. Siphon Ngidi, meets quarterly to address strategic issues and give direction to the staff on critical issues pertaining to the SETA, the FP&M sector and the skills development environment.

The Board is assisted in their decision-making processes by committees established to oversee specific functional areas of the SETA.

The committees are made up of industry experts (equal representation from employers and labour). Executive managers serve on the Committees ex-officio.

◆ Executive Committee (EXCO):

The EXCO is chaired by the independent chairperson and meets monthly to coordinate and supervise the management of all financial matters including budgets, the implementation of policies, staff employment issues and the functioning of governance structures.

◆ Independent Audit Committee:

The Audit Committee meets regularly to monitor and rein-

force the effectiveness of both the internal control system and the internal audit function.

◆ Governance and Strategy Committee:

This Committee is chaired by the independent chairperson and provides strategic guidance on the Constitution, the Sector Skills Plan, the Strategic and Annual Performance plans and the implementation of NSDS III.

◆ HR & Remuneration Committee:

This Committee provides guidance on the implementation of HR policies and procedures and makes recommendations to the Board on staffing and remuneration issues.

◆ Finance and Projects Committee:

The Finance & Projects Committee makes recommendations to the EXCO and Board regarding budgets, implementation of financial policies and procedures and the disbursement of mandatory and discretionary grants.

◆ Quality Assurance Committee:

The QA Committee provides oversight with respect to the execution of the quality assurance functions and obligations of the SETA to ensure quality training provision amongst constituent providers.

For an electronic copy of the FP&M SETA Constitution, visit our website www.fpmseta.org.za.

FP&M SETA Staff and Management Team

The FP&M SETA organizational structure comprises 61 permanent staff positions. In addition to this the SETA has entered into fixed term contracts with 14 staff members who could not be placed within the formal structure and have been employed to assist in various divisions while the SETA assist them to find permanent placement.

The FP&M SETA team is led by an experienced and dedicated management team, under the astute leadership of the Acting CEO, Mr. Bheki Zulu.

Office of the Acting CEO



Mr. Bheki Zulu,
Acting Chief
Executive Officer

The office of the Acting CEO is responsible to give strategic direction to the SETA staff and to act as liaison between the SETA, the Board, the DHET, other government departments and official bodies.

(E-mail: ZaneleS@fpmseta.org.za)

The Internal Audit and Risk Management Division reports directly to the Office of the Acting CEO and oversees internal audit processes, liaises with internal and external auditors, monitors risk and compiles action plans to mitigate risk and address audit findings.

(E-mail: BreezerG@fpmseta.org.za)



Ms. Breezer Gule,
Internal Audit and
Risk Manager

The FP&M SETA supports responsible corporate and financial management and will be launching a fraud hotline soon.

Strategy and Corporate Affairs



Mr. Simangaliso
Mkhwanazi,
Chief Executive:
Strategy and
Corporate Affairs

(E-mail: SimangalisoM@fpmseta.org.za)

The CE: Strategy and Corporate Affairs oversees the following divisions:

The Skills Planning and Research Division manages the skills planning activities in the SETA including strategic planning, sector skills planning, workplace skills planning, baseline research, impact studies and development of career guidance materials.

(E-mail: SylviaT@fpmseta.org.za)



Ms. Sylvia Tsunke,
Skills Planning
and Research
Manager

The Marketing and Communication Division manages communication with stakeholders, organises information sharing workshops and forums, participates in career exhibitions, develops brand identity and promotional materials and maintains media relations.

(E-mail: ElmineB@fpmseta.org.za)

The division also oversees the management of Information Technology systems.



Ms. Elmine
Baumann,
Marketing and
Communications
Manager

The Monitoring and Evaluation Division monitors and evaluates the effectiveness of internal processes including the implementation of internal policies and procedures, the execution of operational activities and the

impact thereof in the sector eg. workplace skills planning and project implementation.

The Manager's position is currently vacant.

(E-mail: LaurikaV@fpmseta.org.za)

The Human Resources Division implements HR policies and procedures, maintains up to date personnel records and manages all administrative processes related to HR.

The Manager's position is currently vacant.

(E-mail: AmandaM@fpmseta.org.za)

Finance



Ms. Gina Layzell,
Chief Financial
Officer

(E-mail: GinaL@fpmseta.org.za)

The Chief Financial Officer oversees the following divisions:

The Finance Division manages budgets, processes all debtors and creditors and mandatory and discretionary grant payments, maintains financial records and compiles monthly financial statements.

(E-mail: AvinashG@fpmseta.org.za)



Mr. Avinash
Gangoo,
Financial
Accountant

The Supply Chain Management (SCM) Division processes all requests for the procurement of goods and services, maintains a supplier database and manages all administrative processes related to SCM.

(E-mail: AnneG@fpmseta.org.za)



Ms. Anne Gideon,
Supply Chain
Manager

Operations



Mr. P.K. Naicker,
Chief Operations
Officer

(E-mail: pkaicker@fpmseta.org.za)

The Chief Operations Officer oversees the following divisions:

The Education and Training Quality Assurance (ETQA) Division accredits providers to offer sector qualifications, quality assures training conducted, certifies learners on successful completion of qualifications, develops qualifications in partnership with Communities of Expert Practice (CEPs), manages all processes related to the administration of learner agreements and maintains databases of learners, assessors and moderators.

(E-mail: johnnym@fpmseta.org.za)



Mr. Johnny
Modiba,
ETQA Manager

The Projects Division identifies grants and project initiatives to meet NSDS III targets and sector skills needs, enters into agreements with firms and project partners, manages all administrative processes related to the management and monitoring of projects (both internally and externally) and maintains a database of project beneficiaries.

(E-mail: LindaM@fpmseta.org.za)



Mr. Linda Mngadi,
Projects Manager

The office of the Chief Operations Officer also oversees the activities of the regional offices in Gauteng, KwaZulu Natal and the Western Cape which provide support to all functional divisions in terms of skills planning, projects, marketing and ETQA, liaise with employers and stakeholder organisations in the region and liaise with local and provincial government structures e.g. Provincial Skills Development Forums.

The Regional Offices are situated in Rivonia (Johannesburg), Pinetown (Durban) and Observatory (Cape Town) but oversee SETA activities in all 9 provinces.



Ms. Ansie Nagel,
Regional Manager:
Gauteng, Mpumalanga,
Limpopo and
North West

(E-mail: AnsieN@fpmseta.org.za)



Mr. Timothy
Canham, Regional
Manager: KwaZulu
Natal, Free State
and Eastern Cape

(E-mail: TimothyC@fpmseta.org.za)



Mr. Alan Taylor,
Regional Manager:
Western and
Northern Cape

(E-mail: AlanT@fpmseta.org.za)

www.fpmseta.org.za

FP&M SETA supports the 2012 Cape Town Book Fair

The ever popular Cape Town Book Fair was held again this year in Cape Town from 15—17 June 2012 and was attended by more than 10 000 visitors.

The event was organised by the Publisher's Association of South Africa (PASA), with significant sponsorship from the FP&M SETA.

The Book Fair coincided with the 29th International Publisher's Association (IPA) Congress and drew interest from local and international exhibitors, writers, book associations, book distributors, publishers, libraries, universities and printing houses.

The 3-day programme provided access to over 200 events including book launches, author interviews, book signings, literary workshops and presentations, a poetry corner and a children's zone. In addition, book lovers made use of the amazing book bargains available at the exhibition stalls.

The FP&M SETA participated in the exhibition and co-hosted a seminar on careers in the Publishing Sector in collaboration with PASA and the School of Literature and Language Studies at Wits University.



Prof Ngugi Wa Thiong'o (middle), world-renowned novelist, essayist, playwright, journalist, editor, academic and social activist from Kenya was one of the big draw cards of the 2012 Cape Town Book Fair. He is seen here with Mr Brian Wafawarowa (on his right), Executive Director of PASA and Board member of the FP&M SETA and Mr Mandla Balisa, Chairperson of PASA (on his left).

FP&M SETA on track with implementation of NSDSIII

The FP&M SETA called for applications for discretionary grants and special projects in August 2011 and received an overwhelming response from firms, public and private training institutions and employer and labour organizations in the FP&M sector.

The FP&M SETA's discretionary grant funding window was aligned to the scarce and critical skills needs identified for the FP&M sector and NSDS III. Grant criteria were designed and implemented to ensure skills development in areas of priority in order to enhance organizational capacity of firms in the sector, support the training of employees and facilitate access to the world of work for unemployed youth, women and people with disabilities.

The intention of FP&M SETA was to facilitate broad participation by all the stakeholders in the sector and to ensure a reasonable geographic distribution of participating organizations: rural and urban; township and sub-urban; privileged and disadvantaged communities.

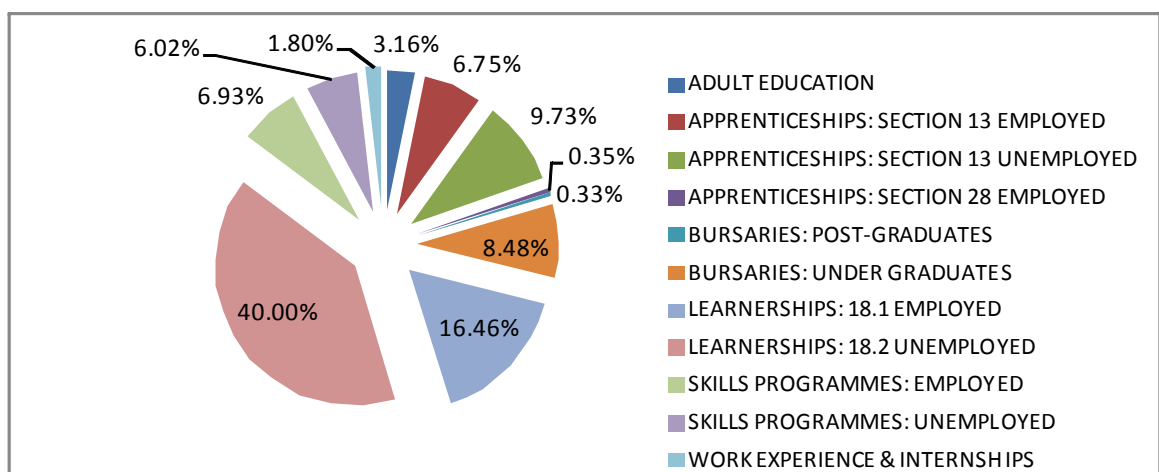
Applicants were encouraged to apply for grants and projects, covering a wide scope of possible training and development initiatives, inter alia:

- ◆ Provision of adult education and training programmes
- ◆ Learnerships and skills programmes for employed and unemployed learners
- ◆ Apprenticeships / artisan development programmes for employed and unemployed learners
- ◆ Bursaries for students in graduate and post graduate studies linked to the FP&M sector
- ◆ Development and support for Centres of Excellence including FET colleges
- ◆ New Venture Creation programmes
- ◆ Development of sector specialists (SDFs), assessors, moderators and verifiers
- ◆ Support of small firms, non-governmental organisations, and community-based organizations and co-operatives
- ◆ Workplace experience including internship and work placement for graduates from FET and HET institutions
- ◆ Managerial, entrepreneurial and technical skills training

The value of applications far exceeded the available discretionary funding and all applications were scrutinized and evaluated against the criteria set out at the beginning of the process.

Discretionary Grants

In November 2011 and March 2012, after careful consideration of all applications by the SETA's Finance & Projects Committee, the FP&M SETA Board approved discretionary grants to the value of approximately R76 million to qualifying firms and organizations. The allocation of grants between the main discretionary grant categories is illustrated below.



In January 2012, the FP&M SETA conducted a series of discretionary grants workshops to assist recipient firms/ organizations with the first phase implementation of their discretionary grant programmes. By the end of March 2012, a large percentage of grant recipients had submitted learner agreements and memoranda of agreement, thereby signaling their commitment to the process and to skills development in the sector.

Sector Projects

In addition to the discretionary grant applications, the FP&M SETA Board also received applications from sector organizations, government departments active in the FP&M sector, employer and labour organizations and community based organizations to conduct sector projects focused on priority areas such as the provision of skills development to people living in rural areas, skills development targeting designated groups (women, youth and people living with disabilities) and skills development interventions designed to address scarce and critical skills needs in the sector.

Between September 2011 and March 2012, the FP&M SETA Board approved projects to a total value of approximately R25 million.

The sector project applications that were received during the 2011/12 discretionary grant funding window were carefully evaluated by the Finance & Projects Committee and upon confirmation that all criteria had been met, the projects were recommended for approval to the FP&M SETA Board.

The project categories that were prioritized (and which received 90.47% of the available funding) were:

| Special Projects Categories | Percentage of Sector Projects Allocation |
|---|--|
| Bursaries – students | 15.33% |
| Learning programmes - retrenched workers | 7.67% |
| Learning programmes - unemployed youth in rural areas | 7.09% |
| Learning programmes - unemployed youth in urban and rural areas | 7.67% |
| Learning programmes - unemployed youth with disabilities | 10.62% |
| Learning programmes - unemployed youth with disabilities in rural areas | 5.02% |
| Learning programmes - unemployed youth with disabilities in urban areas | 2.24% |
| Learning programmes - women in rural areas | 5.57% |
| New Venture Creation - urban areas | 3.56% |
| Sector projects linked to sector priorities | 9.08% |
| Small firms, cooperatives and community based organizations | 4.02% |
| Teacher development programme | 7.67% |
| Work experience - unemployed youth in urban and rural areas | 4.93% |
| TOTAL | 90.47% |

The above is in line with the SETA's mandate to support skills development interventions aligned to NSDS III and to sector priorities as set out in the FP&M SETA's Sector Skills Plan.

The FP&M SETA is committed to work closely together with all stakeholders in the FP&M sector to successfully implement the approved grants and sector projects to the benefit of all individuals who have a vested interest in the growth and increased competitiveness of the sector.

Furniture Design Competition goes National

The Jigsaw SA Furniture Design Competition has gone national! Now in its fifth year, the competition has evolved from a regional event into a national showcase to promote local designers and manufacturers in the furniture industry.

The purpose of the competition is to showcase the design skills available in the country and to demonstrate the application of those innovative design skills into the manufacturing of elegant multi-functional furniture.

The theme of this year's competition is storage solutions for small spaces such as small homes, small inner city apartments, student quarters, as well as corporate offices with an opportunity to explore all things that require storage.

Designers must maximize resources and materials to create a design that have more than one function while, at the same time, encapsulating social and environmental responsibility into their design solutions.

Entries open:
23 April 2012
Entries close:
12 October 2012
Finalists announced: 1 November 2012
Finalists to manufacture designs:
15 February 2013
Finalists' furniture will be displayed at the Design Indaba Expo 2013 where winners will be announced. For more information, visit www.capefurniture.za.org



Update from SAQA

Re-registration of NQF registered Qualifications

The SAQA Board, at the request of the Quality Council for Trades and Occupations (QCTO) and the Council on Higher Education (CHE), took a decision to re-register all the qualifications and unit standards that had reached the end of their registration period on 30 June 2012. The qualifications would be re-registered for a further three years from 1 July 2012 to 30 June 2015.

The decision was also taken that the following types of qualifications and unit standards would not be re-registered:

- Qualifications that have, to date, not been offered to learners.
- Qualifications for which no provider of education and training has, to date, applied to the relevant ETQA for accreditation.

- Qualifications that were submitted for registration by private providers, but which are not being quality assured by an ETQA.

- Qualifications that do not meet the requirements of the Higher Education Qualifications Framework (HEQF) and for which the CHE has not given approval for their continued offering.

- Unit standards that have been replaced by new unit standards. Replaced unit standards remain valid for the purpose of offering the qualifications) of which they form part, but may not be used for credit purposes in skills programmes or short courses.

- Unit standards that have, to date, not been offered to learners.

Unit standards that are not linked to a qualification and consequently are not quality assured by an ETQA.

Letters will be sent to each Higher

Education and Training provider with an Annexure indicating which qualifications are registered on the NQF. Providers are asked to return the Annexure to SAQA giving an indication of which qualifications should be re-registered and which not. Failure to return the Annexure will be regarded by SAQA as an indication that the provider does not wish to have any of the qualifications re-registered.

The usual conditions concerning the train-out period will apply to all qualifications that are not re-registered.

Queries regarding re-registration should be directed to the following e-mail address:

Rereg2012@sqa.org.za

The following people may also be contacted:

Eddie Brown: (012) 431 5073
Carina Oelofsen: (012) 431 5112

Sector Skills Planning require sector-wide input

In terms of its founding legislation, the Skills Development Act No. 97 of 1998, FP&M SETA is required to develop a Sector Skills Plan (SSP) and to update this document on an annual basis.

The SSP outlines sector specific scarce and priority skills needs, skills development strategies and interventions being employed to address the identified skills gaps and highlights labour market dynamics, industry and other trends that need to be taken into account with regards to training implementation and growth strategies.

The FP&M SETA is expected to submit a revised Sector Skills Plan (SSP) by 31 August 2012. To this end, FP&M SETA is currently in process of setting

up and facilitating the gathering, collation and verification of data for use in updating the existing SSP.

The current SSP is available via this link: <http://www.fpmseta.org.za/sector-skills-planning-a-33.html?tPath=19>.

A series of workshops will be held in July to consult with stakeholder organisations in the sector and to gather relevant information pertaining to the thirteen sub-sectors within the FP&M sector.

Participation in these workshops will be facilitated through the employer and labour organisations active in the FP&M sector.

Input is also welcomed from individu-

als working in the FP&M sector.

Please assist us by forwarding your comments or input in the form of research materials pertaining to your sub-sector's profile and nature, skills development implementation or sub-sector strategies available that could inform the SSP and enhance the quality thereof.

Your assistance and support will be appreciated. Should you have any queries, please contact Ms Drina Davies, our Research Specialist.

Her contact details are:
Tel. No.: 011 234 2311
Email Address: drinad@fpmseta.org.za.

Dreams in the making!

One of the projects that was approved by the FP&M SETA Board for implementation in 2012 targeted unemployed youth living in and around Soweto with a view to provide them with marketable skills in order to gain access to employment or to empower them to start their own enterprises.

African Dream Campus (PTY) Ltd, an accredited training provider of the FP&M SETA, submitted a project proposal to the FP&M SETA to offer a new venture creation programme combined with clothing manufacturing at NQF Level 1 to learners from Soweto. The core objectives of the programme are to provide the learners with theoretical and practical skills to enter the domestic sewing industry and to provide them with basic literacy, numeracy, life and entrepreneurial skills.

The project was approved and commenced in February 2012 with the enrolment of 43 learners onto the programme. During the 6-month programme the learners are trained to produce garments such as school uniforms. In addition to the skills relating to the manufacturing of the garments, the learners will also be taught the principles of quality, logistics and marketing of their goods to the local market and will be coached by African Dream Campus on the process of registering formal enterprises. This intervention supports Government's strategy on poverty alleviation as the establishment of the new ventures could provide future employment opportunities for people living in the area.

The FP&M SETA Monitoring & Evaluation Division visited the training centre in May 2012 to assess the progress made during the first 3 months of the

schools in and around Soweto. A number of schools in the immediate area have already been targeted as potential customers.



Learners enrolled in the New Venture Creation Programme at African Dream Campus proudly display their handiwork produced during practical training sessions.

project. The learners displayed much enthusiasm for the programme and proudly displayed the school uniforms and soft furnishings that had been produced during their practical training sessions. The SETA staff was impressed by the quality of the products, which reflected the skill and dexterity with which they were manufactured.

The ultimate aim of the project is to create local capacity (through the new ventures) to supply school uniforms to

Mr Mandla Malinga, the CEO of African Dream Campus, said that this project has been designed to address the NSDS III objective to not only train people for employment but also to empower them to create opportunities to make a living for themselves. The project also contributes to the national drive to create jobs and to industrialize townships and rural areas by creating small sustainable enterprises.

New venture create new jobs

Lydia Jardine-Anderson, an entrepreneur who received training through a FP&M SETA funded new venture creation project conducted by the Paper Recyclers Association of South Africa (PRASA) in Cape Town during 2011, has successfully implemented what she has learned from the course and has established a viable business recycling paper, cans and plastic bottles.

Lydia has secured a contract to collect all the paper from the City of Cape Town offices as well as a contract with Somerset Hospital.

Her new venture has created 21 new jobs. Lydia and her team are currently collecting between 30 and 40 tons of white paper per month. Lydia's company also collects other grades of paper.

If you are a graduate from similar training projects conducted within the FP&M sector, please tell us about your success story by e-mailing elmineb@fpmseta.org.za.



Lydia (front left) celebrates the successful completion of their training with fellow graduates in Cape Town.

Clothing and Textile Clusters still going strong

In 2005, Clothing and Textile Cluster initiatives were launched in the Western Cape and KwaZulu Natal as a result of the considerable pressure the industry was facing at the time. The aim of the clusters was to assist clothing and textile firms to increase their competitiveness amidst increased global competition. Industry leaders at the time realized that certain support activities could be better performed when working with firms faced with similar challenges.

The clustering of companies has amongst other, the following benefits:

- Generates critical mass of resources
- Shared learning
- Supports the rapid diffusion of ideas
- There is collective action and risk sharing
- Reduced costs
- Enhanced ability to complete on a global platform

The two clusters are governed by regionally based Executive Committees which comprise of industry leaders, government officials and other role players. Representatives from the member firms serve on technical steering committees to ensure the effective

implementation of the World Class Manufacturing and Value Chain Alignment programmes. The clusters are therefore designed and driven by industry and remain flexible to meet the ever-changing needs of the industry.

The activities and programmes of both clusters are managed and facilitated by B&M Analysts. As a result, the activities of these clusters are synergized which creates an enabling environment for the execution of a national development strategy to enhance the competitiveness of the clothing and textile industry in South Africa.

With the support of five of the largest retailers, cluster programmes such as World Class Manufacturing, Value Chain Alignment and Competitiveness Improvement Programme were designed and are being implemented with great success.

One of the annual activities of the Cape Clothing & Textile Cluster is to facilitate a study tour for members of the Cape Clothing and Textile Cluster to five leading manufacturers in KwaZulu Natal. The study tour took place between 15 and 17 February 2012

and the five firms visited were selected based on their well-established operations and their adherence to World Class Manufacturing elements. The host firms (all active members of the FP&M SETA) and focus areas included:

- Dyefin Textiles - Dyeing, Finishing and Printing Capability
- Eddels Shoes - Change Management and Team Based Manufacturing
- Allwear - Model World Class Manufacturing Line
- Durban Overall - Line Re-Layouts and Improved Throughput
- Celrose Clothing - Development of a Gross Margin Return On Investment (GMROI) Line for Quick Response

The tour allowed members of the Cape cluster to reflect on the principles and application of World Class Manufacturing in leading manufacturing concerns based in KwaZulu Natal.

For more information on the clusters, please visit their websites:

www.capeclothingcluster.org.za or
www.kznctc.org.za

Please update your contact details

The FP&M SETA is in the process of updating our contact database to ensure effective communication with all our stakeholders.

Please confirm your firm or organization's contact details and the name of the internal contact person that deal with SETA matters. If you have an external skills development facilitator, please provide the details for both the in-company contact and the external facilitator.

Name of Firm / Organisation:

Levy Number (if applicable):

Tel Number:

Fax Number:

Contact person (Internal):

E-mail address:

External SDF (if applicable):

E-mail address:

TALK TO US!

Effective Communication is a two-way street. We need to hear from you to ensure that we are covering the important events in the FP&M sector and that you as our readers access relevant information through our newsletter.

Please let us know if something has happened in your sphere of operation that would be of interest to our FP&M Seta readers or if there is something specific you would like to see covered in this publication?

Please send your contributions, comments, news and views, photographs or comments to LindyM@fpmseta.org.za or call us on 011-234 2311.

Is the new FP&M Website www.fpmseta.org.za user friendly, informative and effective? Do you find the necessary information you need? Please send your comments to ElmineB@fpmseta.org.za.

We look forward to hearing from you!