



EES-SIYAKHA

Employment Equity Software & Consulting

Preparing for your next EE Plan: How to conduct a compliant value-adding Barrier Analysis

Half-day webinar: 5 May 2021

Programme

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| 8.30 – 9.00 | Familiarisation with Zoom, going through programme and preparing list of Barriers Analysis Challenges and Course Expectations |
| 9.00 – 10.30 | <ul style="list-style-type: none">• Welcome and introduction• Participants' Barriers Analysis challenges and expectations• Aspects of the EE Act as amended relevant to Barriers Analysis:<ul style="list-style-type: none">○ Definitions as amended○ Affirmative Action and its purpose○ The duties of the employer:<ul style="list-style-type: none">▪ Consultation▪ The requirements of the Section 19 barriers Analysis○ Code of Good Practice on the Preparation, Implementation, and Monitoring of Employment Equity Plans and the Categories required to be analysed○ Code of Good Practice on the Integration of Employment Equity into Human Resource Policies and Practices and Aspects required to be analysed therein○ Categories listed in EEA2, EEA12 and EEA13 |
| 10.30 – 10.35 | Tea/coffee fetching/body break |
| 10.35 – 12.30 | <ul style="list-style-type: none">• Understanding what an employer needs to do in practice to comply<ul style="list-style-type: none">○ Barrier Analysis<ul style="list-style-type: none">▪ Rationale and assumptions of EE Act's requirement▪ What the EE Act requires to be analysed○ Identifying Barriers in Policies, Procedures, and Practices<ul style="list-style-type: none">▪ Understanding<ul style="list-style-type: none">▪ What needs to be analysed?▪ Who should be involved?▪ The process that needs to be followed▪ What constitutes barriers in Policies and Procedures?▪ What needs to be analysed in identifying barriers in Practices?▪ Methodology to be applied in identifying barriers▪ Practical exercise to improve understanding of what to look for when identifying barriers in Policies, Procedures and Practices▪ What the barriers analysis outcomes should like (sample material) |

- Identifying Barriers in Working Environment (inclusive of Corporate Culture and Diversity Inclusion)
 - Understanding
 - What needs to be analysed?
 - Who should be involved?
 - The process that needs to be followed
 - What constitutes a barrier in the Working Environment?
 - Methodology to be applied
 - Practical exercise to improve understanding of what to look for when identifying barriers in the Working Environment
 - What the barriers analysis outcomes should like (samples)
- Verification of barriers identified
- Record keeping for DoL visits or reviews
- What DoL Inspectors will be looking out for

12.30

Closure