



EES-SIYAKHA

Employment Equity Software & Consulting

Preparing for your next EE Plan: Developing a user-friendly and practical EE Plan

Half-day webinar: 19 May 2021

Programme

8.30 – 9.00

Preparation: Familiarisation with Zoom, going through programme and preparing list of Barriers Analysis Challenges and Course Expectations

9.00 – 10.30

- Welcome and introduction
- Participants' EE Plan challenges and expectations
- Aspects of the EE Act as amended relevant to the development of the EE Plan:
 - The duties of the employer:
 - Consultation
 - Matters for Consultation
 - The Preparation of the Employment Equity Plan
 - EE Plan requirements as per the Act
 - EEA13 Template
 - Identifying deficiencies in the EEA13 Template (exercise)

10.30 – 10.35

Tea/coffee fetching/body break

10.35 – 12.30

- The EE Plan
 - Desirability of using EEA13 for EE Plan
 - Introduction to EE Plan
 - Inclusion of what was done in order to develop the EE Plan
 - Objectives for each year of the Plan
 - Non-Numerical Goals
 - Strategies in Support of Numerical Goals
 - EE Goals Management Policy
 - Other strategies to identify and prepare talent
 - Senior Managers responsible
 - Monitoring and evaluation procedures
 - Dispute Resolution Procedures
 - Practical example of what and EE Plan should look like
- Record keeping for DoL visits or reviews
- What DoL Inspectors will be looking out for

12.30

Closure