



EES-SIYAKHA

Employment Equity Software & Consulting

How to effectively monitor and evaluate your EE Plan and its implementation

Half-day webinar: 26 May 2021

Programme

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' EE monitoring and evaluation challenges and expectations• Aspects of the EE Act as amended relevant to monitoring and evaluation:<ul style="list-style-type: none">○ The duties of the employer:<ul style="list-style-type: none">▪ Consultation▪ Matters for Consultation: Implementation of the EE Plan▪ EE Plan requirements as per the Act<ul style="list-style-type: none">▪ Implementation▪ Procedures to monitor and evaluate implementation▪ Provisions in the EEA13 with regard to monitoring and evaluation
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">○ Implementation of the EE Plan<ul style="list-style-type: none">▪ Need for AA Measures and Objectives Project Plan each year▪ Division of responsibility between implementation, and monitoring and evaluation▪ The need for real time identification of underrepresented groups and how technology and the application of EE Goals Management procedures can be used to implement EE Numerical Goals○ Monitoring and evaluation<ul style="list-style-type: none">▪ The role of the EE Committee/Forum ('EEC') in monitoring and evaluating▪ Composition and establishment of EEC▪ The need for (an) EE Management Structure(s), their role and function▪ The role of EE Reporting Templates in Managing EE▪ EE Reporting Templates▪ Monitoring, evaluation, communication and reporting▪ Documenting monitoring and evaluation mechanisms▪ Institutionalisation of EE Management• Record keeping for DoL visits or reviews• What DoL Inspectors and D-G will be looking out for and the EEA 7• Powers of the D-G of the DoL in the event of non-implementation of the EE Plan
12.30	Closure