

PLEASE READ THIS FIRST**PURPOSE OF THIS FORM:**

This form enables employers to comply with Section 21 of the Employment Equity Act 55 of 1998.

WHO FILLS IN THIS FORM?

All designated employers that have to submit a report in terms of the Employment Equity Act, 55 of 1998.

SEND TO:

Employment Equity Registry
The Department of Labour
Private Bag X 117
Pretoria, 0001
Telephone: 012 3094000
Facsimile: 012 3094737 / 3094188
E-mail: ee@labour.gov.za

SECTION A: EMPLOYER DETAILS

Trade name	TSHWANE UNIVERSITY OF TECHNOLOGY
DTI registration name	N/A
DTI registration number	N/A
PAYE/SARS number	7650752050
UIF reference number	U650752050
EE reference number	16069
Industry/Sector	Higher Education
Seta classification	ETDP
Telephone number	Tel: (012) 382 9293/ 5906
Fax number	Tel: (012) 382 9294/ 4296
Email address	MongwaketseKS@TUT.ac.za
Postal address	Private bag X680 PRETORIA
Postal code	0001
City/Town	Pretoria
Province	Gauteng
Physical address	StaatsArtillerie Road Building 21 Room 352
Postal code	0002
City/Town	Pretoria
Province	Gauteng

Details of CEO at the time of submitting this report

Name and surname	Professor Errol Tyobeka
Telephone number	(012) 382 4112
Fax number	(012) 382 5422
Email address	TyobekaEM@TUT.ac.za

Details of Senior Manager for Employment Equity at the time of submitting this report

Name and surname	Vicky Tlhabanelo
Telephone number	Tel: (012) 382 4749
Fax number	Tel: (012) 382 4296
Email address	TlhabaneloV@TUT.ac.za

Business type

- | | |
|--|---|
| <input type="checkbox"/> Private Sector | <input type="checkbox"/> Parastatal |
| <input type="checkbox"/> National Government | <input type="checkbox"/> Provincial Government |
| <input type="checkbox"/> Local Government | <input checked="" type="checkbox"/> Educational Institution |
| <input type="checkbox"/> Non-profit Organization | |

Information about the organization at the time of submitting this report

Number of employees in the organization	<input type="checkbox"/> 0 to 49 <input type="checkbox"/> 50 to 149 <input checked="" type="checkbox"/> 150 or more
In terms of Section 14 of the Act, are you voluntary complying?	Yes <input checked="" type="checkbox"/> No
Is your organization an organ of State?	<input checked="" type="checkbox"/> Yes No
Date of submitting this report	1 October 2007

Section B: Workforce Profile**1. Occupational Categories**

1.1. Please report the total number of employees (including employees with disabilities) in each of the following occupational categories. Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Legislators, Senior Officials and Managers	25	1	5	7	0	0	8	34	0	0	80
Professionals	188	5	14	87	6	16	232	290	8	2	848
Technicians and Associate Professionals	85	2	4	61	1	3	66	83	1	0	306
Clerks	205	2	0	243	10	13	313	42	0	0	828
Service and Sales Workers	48	1	0	25	1	0	6	2	0	0	83
Craft and Related Trades Workers	34	1	0	6	0	0	0	21	0	0	62
Plant and Machine Operators and Assemblers	63	0	0	0	0	0	0	6	0	0	69
Elementary Occupations	118	1	0	171	0	0	1	2	0	0	293
TOTAL PERMANENT	766	13	23	600	18	32	626	480	9	2	2569
Non-permanent Employees	1190	11	21	812	21	23	903	764	0	0	3745
GRAND TOTAL	1956	24	44	1412	39	55	1529	1244	9	2	6314

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
Foreign nationals include all staff who has work permits.

1.2. Please report the total number of employees **with disabilities only** in each of the following occupational categories.
Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Categories	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Legislators, Senior Officials and Managers	1	0	0	2	1	0	0	0	0	0	4
Professionals	9	0	2	7	3	1	1	6	0	0	29
Technicians and Associate Professionals	11	0	0	6	2	0	0	3	0	0	22
Clerks	12	0	0	3	22	0	0	19	0	0	56
Service and Sales Workers	3	0	0	0	0	0	0	0	0	0	3
Craft and Related Trades Workers	0	0	0	1	0	0	0	0	0	0	1
Plant and Machine Operators and Assemblers	1	0	0	1	0	0	0	0	0	0	2
Elementary Occupations	1	0	0	0	0	0	0	1	0	0	2
TOTAL PERMANENT	38	0	2	20	28	1	1	29	0	0	119
Non-permanent Employees	6	0	0	1	2	0	1	3	0	0	13
GRAND TOTAL	44	0	2	21	30	1	2	32	0	0	132

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.

2. Occupational Levels

2.1. Please report the total number of employees (including employees with disabilities) in each of the following occupational Levels. Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	7	0	0	1	0	0	0	3	0	0	11
Senior Management	21	1	4	6	0	0	7	27	0	0	66
Professionally qualified and experienced specialists and mid-management	211	9	18	118	6	16	313	368	8	2	1069
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	212	0	1	166	10	16	286	71	1	0	763
Semi-skilled and discretionary decision making	235	3	0	141	2	0	20	11	0	0	412
Unskilled and defined decision making	80	0	0	168	0	0	0	0	0	0	248
TOTAL PERMANENT	766	13	23	600	18	32	626	480	9	2	2569
Non-permanent Employees	1190	11	21	812	21	23	903	764	0	0	3745
GRAND TOTAL	1956	24	44	1412	39	55	1529	1244	9	2	6314

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.

- Foreign nationals include all staff who has work permits.

- 2.2. Please report the total number of employees **with disabilities only** in each of the following occupational levels.
Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior Management	2	0	0	2	1	0	0	0	0	0	5
Professionally qualified and experienced specialists and mid-management	13	0	2	13	3	0	1	12	0	0	44
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	15	0	0	2	16	1	0	15	0	0	49
Semi-skilled and discretionary decision making	8	0	0	3	8	0	0	2	0	0	21
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	38	0	2	20	28	1	1	29	0	0	119
Non-permanent Employees	6	0	0	1	2	0	1	3	0	0	13
GRAND TOTAL	44	0	2	21	30	1	2	32	0	0	132

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.

2.3 Core operational functions and Support functions by occupational level

Job evaluation or grading system, as illustrated in the EEA9, are used to measure a job in terms of content in order to establish its worth or value in relation to other jobs in an organization. The worth or value of a job is represented on a vertical axis as an occupational level. A job could either be a Core operation function or a Support Function. Core Operation Function positions are those that directly relate to the core business of an organization and may lead to revenue generation, e.g. sales, production, etc. Whereas Support Functions positions provide infrastructure and other enabling conditions for revenue generation, e.g. human resources, corporate services, etc. Please indicate on table 2.3.1 the number of employees that are in Core Operation Function positions and in table 2.3.2 the number of employees that are in Support Function positions at each occupational level.

2.3.1 Please report the total number of employees (including employees with disabilities) that are involved in **Core Operation Function** positions at each level in your organization.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	159	6	16	79	5	12	215	288	8	2	790
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	28	0	0	13	1	3	13	6	0	0	64
Semi-skilled and discretionary decision making	0	0	0	1	0	0	0	0	0	0	1
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	187	6	16	93	6	15	228	294	8	2	855
Non-permanent Employees	238	5	10	114	3	11	398	449	0	0	1228
GRAND TOTAL	425	11	26	207	9	26	626	743	8	2	2083

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who has work permits.
 - Core Operation Function = Person Category: Instruction Research Professionals (1)

2.3.2 Please report the total number of employees (including employees with disabilities) that are involved in **Support Function** positions at each level in your organization.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	7	0	0	1	0	0	0	3	0	0	11
Senior Management	21	1	4	6	0	0	7	27	0	0	66
Professionally qualified and experienced specialists and mid-management	52	3	2	39	1	4	98	80	0	0	279
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	184	0	1	153	9	13	273	65	1	0	699
Semi-skilled and discretionary decision making	235	3	0	140	2	0	20	11	0	0	411
Unskilled and defined decision making	80	0	0	168	0	0	0	0	0	0	248
TOTAL PERMANENT	579	7	7	507	12	17	398	186	1	0	1714
Non-permanent Employees	952	6	11	698	18	12	505	315	0	0	2517
GRAND TOTAL	1531	13	18	1205	30	29	903	501	1	0	4231

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.

- Foreign nationals include all staff who has work permits.

- Core Operation Function = Person Category: Instruction Research Professionals (1)

- Support Function positions = includes the following Person Categories: Specialist/Support Professional (3), Crafts/Trades (6), Non-Professional Administrative (5), Service Employee (7), Executive/Administrative/Managerial Professional (2), Technical Employee (4)

Section C: Workforce Movement**3. Recruitment**

3.1. Please report the total number of new recruits (including employees with disabilities) in each of the following occupational levels. Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	1	0	0	1	0	0	0	0	0	0	2
Senior Management	1	0	1	1	0	0	0	1	0	0	4
Professionally qualified and experienced specialists and mid-management	5	0	0	1	0	0	1	1	0	0	8
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	7	0	0	1	0	1	4	2	0	0	15
Semi-skilled and discretionary decision making	3	0	0	0	0	0	0	0	0	0	3
Unskilled and defined decision making	0	0	0	1	0	0	0	0	0	0	1
TOTAL PERMANENT	17	0	1	5	0	1	5	4	0	0	33
Non-permanent Employees	639	5	5	433	5	10	361	346	0	0	1804
GRAND TOTAL	656	5	6	438	5	11	366	350	0	0	1837

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who has work permits.

3.2. Please report the total number of new recruits **with disabilities only** in each of the following occupational levels.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	1	0	0	1
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	0	0	0	0	0	0	0	1	0	0	1
Semi-skilled and discretionary decision making	0	0	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	0	0	0	0	0	0	0	2	0	0	2
Non-permanent Employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	0	0	0	0	0	0	0	2	0	0	2

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who has work permits.

4. Promotions

4.1. Please report the total number of promotions (including employees with disabilities) in each of the following occupational levels. Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	0	0	0	0	0	0	0	0	0	0	0
Semi-skilled and discretionary decision making	0	0	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	0	0	0	0	0	0	0	0	0	0	0
Non-permanent Employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	0	0	0	0	0	0	0	0	0	0	0

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who has work permits.
 - It must be noted that a moratorium in September 2005 was placed on the promotion of staff members in lieu of the development of policy on promotion.

4.2. Please report the total number of promotions **with disabilities only** in each of the following occupational levels.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	0	0	0	0	0	0	0	0	0	0	0
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	0	0	0	0	0	0	0	0	0	0	0
Semi-skilled and discretionary decision making	0	0	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	0	0	0	0	0	0	0	0	0	0	0
Non-permanent Employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	0	0	0	0	0	0	0	0	0	0	0

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who has work permits.
 - It must be noted that a moratorium in September 2005 was placed on the promotion of staff members in lieu of the development of policy on promotion.

5. Terminations

5.1. Please report the total number of terminations (including employees with disabilities) in each of the following occupational levels. Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	4	0	0	0	0	0	0	2	0	0	6
Senior Management	3	0	0	1	0	0	1	7	0	0	12
Professionally qualified and experienced specialists and mid-management	5	1	0	1	1	1	20	15	0	0	44
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	11	0	0	9	0	1	21	4	0	0	46
Semi-skilled and discretionary decision making	10	0	0	5	0	0	0	1	0	0	16
Unskilled and defined decision making	5	0	0	4	0	0	0	0	0	0	9
TOTAL PERMANENT	38	1	0	20	1	2	42	29	0	0	133
Non-permanent Employees	24	1	0	19	2	1	34	18	0	0	99
GRAND TOTAL	62	2	0	39	3	3	76	47	0	0	232

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who have work permits.

5.2. Please report the total number of terminations **with disabilities only** in each of the following occupational levels.
 Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management	1	0	0	0	0	0	0	1	0	0	2
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	1	0	0	0	0	0	0	0	0	0	1
Semi-skilled and discretionary decision making	0	0	0	1	1	0	0	0	0	0	2
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	2	0	0	1	1	0	0	1	0	0	5
Non-permanent Employees	0	0	0	0	0	0	0	1	0	0	1
GRAND TOTAL	2	0	0	1	1	0	0	2	0	0	6

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who have work permits.

- 5.3. Please report the total number of terminations (including employees with disabilities) in each termination category.
Note: A = African, C = Coloured, I = Indians and W = Whites

Terminations	Male				Female				Male	Foreign Nationals		TOTAL
	A	C	I		A	C	I	W	W	Male	Female	
Resignation	42	2	0		27	2	3	58	34	0	0	168
Dismissal - Operational requirements (retrenchment)	6	0	0		1	0	0	0	5	0	0	12
Dismissal - misconduct	3	0	0		2	0	0	0	2	0	0	7
Retirement	5	0	0		2	1	0	16	6	0	0	30
Death	6	0	0		7	0	0	2	0	0	0	15
GRAND TOTAL	62	2	0		39	3	3	76	47	0	0	232

- 5.4. Please report the total number of terminations **with disabilities only** in each termination category.
Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Resignation	2	0	0	1	0	0	0	1	0	0	4
Dismissal - Operational requirements (retrenchment)	0	0	0	0	0	0	0	0	0	0	0
Dismissal - misconduct	0	0	0	0	0	0	0	0	0	0	0
Death	0	0	0	0	1	0	0	0	0	0	1
Retirement	0	0	0	0	0	0	0	1	0	0	1
Other	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	2	0	0	1	1	0	0	2	0	0	6

Section D: Disciplinary Action (This section is not applicable to small employers)

6. **Disciplinary action:** (report the total number of disciplinary actions during the twelve months preceding this report). Report on formal outcomes only. Note: A = African, C = Coloured, I = Indians and W = Whites

Disciplinary Action	Male				Female				Male	Foreign Nationals		Total
	A	C	I		A	C	I	W	W	Male	Female	
	2	-	-		3	-	-	2	2	-	-	9

Section E: Skills Development

7. Training

7.1. Please report the total number of employees who received training (including employees with disabilities) and not the number of training courses attended, in each of the following occupational categories.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Categories	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Legislators, Senior Officials and Managers	13	1	4	3	0	0	7	17	0	0	45
Professionals	77	0	4	48	4	6	134	120	5	1	399
Technicians and Associate Professionals	44	2	3	43	0	3	46	32	0	0	173
Clerks	107	1	0	134	3	6	169	20	0	0	440
Service and Sales Workers	13	0	0	11	0	0	3	2	0	0	29
Craft and Related Trades Workers	17	0	0	4	0	0	0	7	0	0	28
Plant and Machine Operators and Assemblers	10	0	0	0	0	0	0	3	0	0	13
Elementary Occupations	37	0	0	98	0	0	0	0	0	0	135
TOTAL PERMANENT	318	4	11	341	7	15	359	201	5	1	1262
Non-permanent Employees	81	0	2	70	3	5	76	35	0	0	272
GRAND TOTAL	399	4	13	411	10	20	435	236	5	1	1534

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who have work permits.
 - This is the actual number of individual staff members who attended training. A individual staff member could attend more than training session in a year.

7.2. Please report the total number of employees who received training **with disabilities only** and not the number of training courses attended, in each of the following occupational categories.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Categories	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Legislators, Senior Officials and Managers	0	0	0	2	1	0	0	0	0	0	3
Professionals	5	0	1	2	2	0	0	3	0	0	13
Technicians and Associate Professionals	9	0	0	3	2	0	0	2	0	0	16
Clerks	7	0	0	1	11	0	0	11	0	0	30
Service and Sales Workers	0	0	0	0	0	0	0	0	0	0	0
Craft and Related Trades Workers	0	0	0	1	0	0	0	0	0	0	1
Plant and Machine Operators and Assemblers	0	0	0	0	0	0	0	0	0	0	0
Elementary Occupations	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	21	0	1	9	16	0	0	16	0	0	63
Non-permanent Employees	1	0	0	1	1	0	0	1	0	0	4
GRAND TOTAL	22	0	1	10	17	0	0	17	0	0	67

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who have work permits.
 - This is the actual number of individual staff members who attended training. A individual staff member could attend more than training session in a year.

7.3. Please report the total number of employees who received training (including employees with disabilities) and not the number of training courses attended, in each of the following occupational levels.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		TOTAL
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	2	0	0	1	0	0	0	1	0	0	4
Senior Management	11	1	3	2	0	0	6	12	0	0	35
Professionally qualified and experienced specialists and mid-management	94	3	7	76	4	7	186	162	5	1	545
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	112	0	1	96	3	8	156	24	0	0	400
Semi-skilled and discretionary decision making	76	0	0	84	0	0	11	2	0	0	173
Unskilled and defined decision making	23	0	0	82	0	0	0	0	0	0	105
TOTAL PERMANENT	318	4	11	341	7	15	359	201	5	1	1262
Non-permanent Employees	81	0	2	70	3	5	76	35	0	0	272
GRAND TOTAL	399	4	13	411	10	20	435	236	5	1	1534

*Note: - The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who have work permits.
 - This is the actual number of individual staff members who attended training. A individual staff member could attend more than training session in a year.

7.4. Please report the total number of employees who received training **with disabilities only** and not the number of training courses attended, in each of the following occupational levels.

Note: A = African, C = Coloured, I = Indians and W = Whites

Occupational Levels	Male				Female				Foreign Nationals		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior Management	0	0	0	2	1	0	0	0	0	0	3
Professionally qualified and experienced specialists and mid-management	9	0	1	6	3	0	0	5	0	0	24
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	10	0	0	1	8	0	0	11	0	0	30
Semi-skilled and discretionary decision making	2	0	0	0	4	0	0	0	0	0	6
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	21	0	1	9	16	0	0	16	0	0	63
Non-permanent Employees	1	0	0	1	1	0	0	1	0	0	4
GRAND TOTAL	22	0	1	10	17	0	0	17	0	0	67

- *Note:
- The non-permanent staff comprise of all part time lecturers, student assistants and part time support staff.
 - Foreign nationals include all staff who have work permits.
 - This is the actual number of individual staff members who attended training. A individual staff member could attend more than training session in a year.

Section F: Qualitative Assessment (This section is not applicable to small employers)**8. Awareness of Employment Equity**

8.1 Please indicate which of the following awareness measures were implemented by your organization:

	No. of employees covered	Yes	No	Please explain
Formal written communication	2569	X		An Estimated 87% of permanent staff has access to computers where EE policies and other related information are communicated / displayed.
Policy statement includes reference to employment equity	2569	X		An Estimated 87% of permanent staff has access to computers where EE policies and other related information are communicated / displayed.
Summary of the Act displayed.		X		Act displayed at all campuses
Employment Equity training	119	X		Voluntary training at present
Diversity management programmes	119	X		Voluntary training at present
Discrimination awareness programmes	119	X		Voluntary training at present
Other (Please specify):				
Total	5495			

9. Consultation

9.1 Please indicate which stakeholders were involved in the consultation process prior to the development of your employment equity plan and in preparing this Employment Equity Report:

	Yes	No	Please explain
Workplace forum (in terms of the LRA)	X		
Consultative body or employment equity forum	X		An interim Employment Equity and Training Committee was in place. It was made up of ex-officio staff members and the two unions who are key stakeholders in the implementation process.
Registered trade union (s)	X		Two unions at TUT: NUTESA and NEHAWU
Employees	X		The assumption is that employees were represented at this Forum through their registered trade union.
Other (Please specify): Ex-officio representation	X		Members of the committee who are involved in the process by virtue of their position at TUT, i.e. Skills Development Facilitator, Quality Promotion, Corporate Relations, Strategic Planning, Human Resources, Registrar Office for TUT, the Assigned Senior Manager as Chair, and the Employment Equity Office, etc.

9.2 What was the level of agreement reached in the formulation of the plan? Please choose one.

Some level of agreement was reached towards the start of the development of the EE plan even though final structures were not in place.

Total	Sufficient	Some	None
		X	

9.3 How regularly do you meet with the stakeholders mentioned in 9.1? Please choose one.

Meetings were conducted on the basis of formal meeting procedures that include the recording of minutes and setting of agendas.

Weekly	Monthly	Quarterly	Yearly	Other
	X			

10. Analysis

10.1 Please indicate in which categories of employment policy or practices barriers to employment equity were identified:

Categories	Yes	No	Please explain
Recruitment procedures		X	In the interim phase of the merger of TUT, we used existing policies from the previous 3 institutions to address recruitment procedures. In those policies, EE priorities were specified. (policies were approved late in the year)
Advertising positions		X	Internal staff members were given preference in these processes as advertising was done mainly internally. We thus had an opportunity to benefit our own staff. Internal processes of recruitment and appointments were used to address EE in this category. In exceptional cases staff members were appointed from external sources.
Selection criteria		X	The determination of criteria is based on basic job requirements, and is decided beforehand.
Appointments		X	Preference was given to the appointment of people from designated groups. There were cases where the availability of designated group members was limited.
Job classification and grading	X		The emphasis was on the job grading and classification. It must also be mentioned that the TUT processes of the job classification and grading is in progress
Remuneration and benefits		X	Unified TUT scale
Terms and conditions of employment		X	No barriers were identified under the terms and conditions of employment. TUT staff members from the three previous institutions' conditions of service were harmonized in terms of the collective agreement in 2005.
Job assignments		X	In the interim phase, job were distributed according to operational requirements.
Work environment and facilities	X		One of the key objectives of the merger process is to ensure an equalization of facilities and resources within TUT.
Training and development		X	Skills audit still in progress.
Performance and evaluation systems		X	Although it was not a barrier, it was still in development at this stage.
Promotions		X	It must be noted that a moratorium in September 2005 was placed on the promotion of staff members in lieu of the development of policy on promotion.
Transfers		X	Transfers/interim redeployments were made in terms of operational requirements.
Demotions		X	No demotions made
Succession and experience planning	X		The Policy was still under development during this period.
Disciplinary measures		X	TUT functions in terms of the official Disciplinary Code as per the Labour Relations Act.
Dismissals		X	No barriers detected here.
Corporate culture	X		The development of an instrument indicating barriers in culture as well as other transformational issues in the post merged TUT was in progress
HIV and AIDS education and prevention programmes		X	TUT has an Aids Centre as well as an Employee Assistance Programme in place to assist staff where necessary. TUT had an HIV/Aids Policy in place.
Other (please specify):			

11. Affirmative Action Measures

11.1 Please indicate in which categories affirmative action measures have been implemented:

Categories	Yes	No	Please explain
Recruitment procedures	X		Although the Affirmative Action Policy was not in place and was still under development, TUT adhered to the principles of the EE Act and the Code of Good Practice, in relation to recruitment. TUT'S EE Policy was approved during this period.
Advertising positions	X		TUT adhered to the principles of the EE Act and the Code of Good Practice, in relation to advertising positions, although the Affirmative Action Policy was not in place and was still under development.
Selection criteria	X		As Affirmative Action Policy was still under development, TUT adhered to the principles of the EE Act and the Code of Good Practice, in relation to selection criteria. Selection criterion was based on minimum job requirements.
Appointments	X		Preference was given to the appointment of people from designated groups.
Job classification and grading		X	The restructuring process following the merger was in progress (includes job profiles being compiled). Job classification and grading focuses on the position and not the employee.
Remuneration and benefits		X	Salary scales and benefits apply to all TUT staff.
Terms and conditions of employment		X	TUT'S terms and conditions of employment apply to newly appointed staff in accordance with TUT'S applicable rules. The conditions of service for the rest of the staff members were harmonized in terms of the collective agreement that was concluded in 2005.
Job assignments		X	TUT is busy finalizing the permanent organizational structure where after job assignments will be confirmed upon completion.
Work environment and facilities	X		The upgrading and equalization of facilities and resources between the three former institutions commenced during 2005.
Training and development	X		The three former institutions' ABET programme was consolidated. Diversity training was conducted during this period for staff members.
Performance and evaluation systems		X	The team that was tasked with developing this system was demographically representative. An external consultant that assisted with this process was a BEE candidate and it was done in accordance with the Performance Management System.
Promotions		X	It must be noted that a moratorium in September 2005 was placed on the promotion of staff members in lieu of the development of policy on promotion.
Transfers		X	Interim redeployments were done according to operational requirements. Positions have not been confirmed, pending the finalization of the structure.
Demotions	X		Process of Match-and-place still in progress
Succession and experience planning		X	The Policy was still under development during 2006
Disciplinary measures	X		Monitoring of trends in terms of prevalence of race and gender of people involved in incidences.
Diversity programme and sensitization	X		Training being conducted
Community investment and bridging programme	X		TUT is engaging in development programmes especially in, and amongst others, mathematics and science programmes.
Retention measures		X	No retention policy for TUT at this stage.

Reasonable accommodation	X		Accessible.
Other (please specify):			

12. Resources

12.1 Please indicate what resources have been allocated to the implementation of employment equity during the past year:

Allocation of Resources	Yes	No	Please explain
Appointed a senior manager/s to manage the implementation and monitoring progress	X		Appointed the Deputy Vice Chancellor: Institutional Planning and Operations Resources as the Assigned Senior Manager for EE at TUT.
	X		Adequate provision.
Time for employment equity consultative committee (or equivalent) to meet on a regular basis	X		Adequate time provision.
Other (Please specify):			

13. Monitoring and evaluation of implementation

13.1 How regularly do you monitor progress on the implementation of the employment equity plan? Please choose on **The Employment Equity and Training Committee met on a regular monthly basis, even though the Plan Not yet in place.**

Weekly	Monthly	Quarterly	Yearly	Other
	X			

Section G: Progress Report

14. **Reporting period:** From 01 January 2006 to 31 December 2006

14.1 **Did you achieve the numerical targets as set out in your employment equity plan for this period?**

No Plan or targets were available during this period. The finalization of the structures at TUT had an impact on this process.

Yes	No
	X

14.2 **Did you achieve the affirmative action objectives as set out in your employment equity plan for this period?**

No affirmative action objectives were achieved during this period as no Plan was in place.

Yes	No
	X

14.3 **If not, what were the obstacles you experienced?**

We were still in the process of the finalization our organizational structures that have had an impact on the development of our Plan. See below.

What were the obstacles to reaching the employment equity goals and objectives during the past year?

Obstacles included the following: the finalization of the merger for TUT of Technikon's Northern Gauteng, North West and Pretoria Technikon, the finalization of organisational structure. TUT's senior management were still being appointed during that period.

14.4 If yes, what factors promoted the accomplishment of your goals and objectives:

What were the factors that contributed to the accomplishment of the employment equity goals and objectives during the past year?

Reference to 14.5 Numerical Targets

TUT finalized its Institutional Operating Plan in the latter part of 2006. In this document, overall institutional numerical targets were developed using the Department of Labour guidelines and Department of Education's benchmarks in this matter. These targets are based on the figures as contained in the IOP, and will be consistently revisited as and when appropriate, especially after the finalization of the placement exercise and finalization of the TUT structure.

14.5 Please indicate the numerical goals you have set to achieve for the total number of employees (including people with disabilities) at the end of your current employment equity plan in terms of occupational categories.
Note: A = Africans, C = Coloureds, I = Indians and W = Whites.

Occupational Categories	Male			Female				Male	Foreign Nationals		Total
	A	C	I	A	C	I	W	W	Male	Female	
Legislators, senior officials and Managers	23	1	4	6	0	0	12	34	0	0	80
Professionals	200	5	13	91	5	14	220	289	8	2	848
Technicians and associate professionals	81	1	4	63	2	4	68	81	1	0	305
Clerks	215	3	0	237	10	13	295	55	0	0	828
Service and sales workers	46	1	0	23	1	0	7	4	0	0	82
Skilled agricultural and fishery workers	0	0	0	0	0	0	0	0	0	0	0
Craft and related trades workers	37	1	0	1	0	0	1	22	0	0	62
Plant and machine operators and assembles	60	0	0	1	0	0	1	7	0	0	69
Elementary occupations	113	1	0	169	0	0	4	6	0	0	293
TOTAL PERMANENT	775	13	21	591	18	31	608	498	9	2	2567
Non-Permanent employees	1190	11	21	812	21	23	903	764	0	0	3745
GRAND TOTAL	1965	24	42	1403	39	54	1511	1262	9	2	6312

- 14.6 Please indicate the numerical goals you have set to achieve for the total number of employees **with disabilities** at the end of your current employment equity plan in terms of occupational categories.
Note: A = Africans, C = Coloureds, I = Indians and W = Whites.

Occupational Categories	Male Female				Male				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Legislators, senior officials and Managers	1	0	0	2	1	0	0	0	0	0	4
Professionals	4	0	2	6	0	1	1	3	0	0	17
Technicians and associate professionals	6	0	0	6	1	0	0	3	0	0	16
Clerks	7	0	0	2	13	0	0	9	0	0	31
Service and sales workers	2	0	0	0	0	0	0	0	0	0	2
Skilled agricultural and fishery workers	0	0	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	1	0	0	0	0	0	0	1
Plant and machine operators and assembles	1	0	0	1	0	0	0	0	0	0	2
Elementary occupations	2	0	0	0	0	0	0	0	0	0	2
TOTAL PERMANENT	23	0	2	18	15	1	1	15	0	0	75
Non-Permanent employees	3	0	0	1	0	0	1	3	0	0	8
GRAND TOTAL	26	0	2	19	15	1	2	18	0	0	83

- 14.7 Please indicate the **numerical goals** you have set to achieve for the total number of employees (including people with disabilities) at the end of your current employment equity plan in terms of Occupational levels.
Note: A = Africans, C = Coloureds, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		Total
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	7	0	0	1	0	0	1	2	0	0	11
Senior management	28	1	3	14	0	0	0	20	0	0	66
Professionally qualified and experienced specialists and mid-management	231	9	17	125	6	17	289	362	8	2	1067
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintends	206	1	1	145	10	14	291	94	1	0	763
Semi-skilled and discretionary decision making	227	2	0	141	2	0	23	17	0	0	412
Unskilled and defined decision making	76	0	0	165	0	0	4	3	0	0	248
TOTAL PERMANENT	775	13	21	591	18	31	608	498	9	2	2567
Non-Permanent employees	1190	11	21	812	21	23	903	764	0	0	3745
GRAND TOTAL	1965	24	42	1403	39	54	1511	1262	9	2	6312

- 14.8 Please indicate the **numerical goals** you have set to achieve for the total number of employees **with disabilities** at the end of your current employment equity plan in terms of occupational categories.
Note: A = Africans, C = Coloureds, I = Indians and W = Whites.

Occupational Levels	Male Female				Male				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior management	1	0	0	2	1	0	0	0	0	0	4
Professionally qualified and experienced specialists and mid-management	8	0	2	12	1	0	1	8	0	0	32
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintends	8	0	0	2	6	1	0	7	0	0	24
Semi-skilled and discretionary decision making	6	0	0	2	7	0	0	0	0	0	15
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	23	0	2	18	15	1	1	15	0	0	75
Non-Permanent employees	3	0	0	1	0	0	1	3	0	0	8
GRAND TOTAL	26	0	2	19	15	1	2	18	0	0	83

- 14.9 Please indicate the **numerical targets** you have set to achieve for the total number of employees (including people with disabilities) at the end of your current employment equity plan in terms of Occupational categories. Note: A = Africans, C = Coloureds, I = Indians and W = Whites

Occupational Categories	Male			Female				Male	Foreign Nationals		Total
	A	C	I	A	C	I	W	W	Male	Female	
Legislators, senior officials and Managers	23	1	1	15	1	0	16	23	0	0	80
Professionals	237	15	10	160	10	8	160	237	8	2	848
Technicians and associate professionals	87	6	3	58	3	2	58	87	1	0	305
Clerks	236	14	10	157	10	8	157	236	0	0	828
Service and sales workers	23	2	1	15	2	1	15	23	0	0	82
Skilled agricultural and fishery workers	0	0	0	0	0	0	0	0	0	0	0
Craft and related trades workers	18	1	0	12	1	0	12	18	0	0	62
Plant and machine operators and assembles	20	2	1	13	0	0	13	20	0	0	69
Elementary occupations	83	6	2	56	4	3	56	83	0	0	293
TOTAL PERMANENT	727	47	28	486	31	22	487	727	9	2	2567
Non-Permanent employees	1190	11	21	812	21	23	903	764	0	0	3745
GRAND TOTAL	1917	58	49	1298	52	45	1390	1491	9	2	6312

- 14.10 Please indicate the **numerical targets** you have set to achieve for the total number of employees **with disabilities** at the end of your current employment equity plan in terms of occupational categories.
Note: A = Africans, C = Coloureds, I = Indians and W = Whites.

Occupational Categories	Male Female				Male				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Legislators, senior officials and Managers	1	0	0	2	1	0	0	0	0	0	4
Professionals	4	0	2	6	0	1	1	3	0	0	17
Technicians and associate professionals	6	0	0	6	1	0	0	3	0	0	16
Clerks	7	0	0	2	13	0	0	9	0	0	31
Service and sales workers	2	0	0	0	0	0	0	0	0	0	2
Skilled agricultural and fishery workers	0	0	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	1	0	0	0	0	0	0	1
Plant and machine operators and assembles	1	0	0	1	0	0	0	0	0	0	2
Elementary occupations	2	0	0	0	0	0	0	0	0	0	2
TOTAL PERMANENT	23	0	2	18	15	1	1	15	0	0	75
Non-Permanent employees	3	0	0	1	0	0	1	3	0	0	8
GRAND TOTAL	26	0	2	19	15	1	2	18	0	0	83

- 14.11 Please indicate the **numerical goals** you have set to achieve for the total number of employees (including people with disabilities) at the end of your current employment equity plan in terms of Occupational levels.
Note: A = Africans, C = Coloureds, I = Indians and W = Whites

Occupational Levels	Male			Female				Male	Foreign Nationals		Total
	A	C	I	A	C	I	W	W	Male	Female	
Top Management	3	0	0	2	0	0	2	3	0	0	11
Senior management	19	2	1	13	0	0	13	18	0	0	66
Professionally qualified and experienced specialists and mid-management	301	19	11	200	14	10	201	302	8	2	1067
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintends	217	13	9	144	10	7	145	217	1	0	763
Semi-skilled and discretionary decision making	117	7	4	80	4	3	80	117	0	0	412
Unskilled and defined decision making	70	6	3	47	3	2	47	70	0	0	248
TOTAL PERMANENT	727	47	28	486	31	22	487	727	9	2	2567
Non-Permanent employees	1190	11	21	812	21	23	903	764	0	0	3745
GRAND TOTAL	1917	58	49	1298	52	45	1390	1491	9	2	6312

14.12 Please indicate the **numerical goals** you have set to achieve for the total number of employees with **disabilities** at the end of your current employment equity plan in terms of occupational levels.

Note: A = Africans, C = Coloureds, I = Indians and W = Whites.

Occupational Levels	Male Female				Male				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top Management	0	0	0	0	0	0	0	0	0	0	0
Senior management	1	0	0	2	1	0	0	0	0	0	4
Professionally qualified and experienced specialists and mid-management	8	0	2	12	1	0	1	8	0	0	32
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintends	8	0	0	2	6	1	0	7	0	0	24
Semi-skilled and discretionary decision making	6	0	0	2	7	0	0	0	0	0	15
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	23	0	2	18	15	1	1	15	0	0	75
Non-Permanent employees	3	0	0	1	0	0	1	3	0	0	8
GRAND TOTAL	26	0	2	19	15	1	2	18	0	0	83

Note: TUT does not have EE targets for disabled staff but we do not discriminate against them.

Section H: Signature of the Chief Executive Officer

Chief Executive Officer

I hereby declare that I have read, approved and authorized this report.

Signed on this 29 day of September year 2007

At place: PRETORIA


Signature: Chief Executive Officer

Errol M NYOBKA
Full Name