



KWAZULU-NATAL PROVINCE

OFFICE OF THE PREMIER
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Private Bag X9037, PIETERMARITZBURG, 3200
1st floor, Invesco Centre, 16 Chatterton Road, PIETERMARITZBURG, 3201
Tel: 033 328 1729

Employee Health and Wellness

Ref: 3/9/2/2

SUBMISSION

THE PREMIER

SUBJECT: PERMISSION TO SERVE AS A BOARD MEMBER FOR EAPA-SA DURING THE FINANCIAL YEAR 2022/2023: JOEL MZIWANDILE GUMEDE, PERSAL NUMBER 60201827

1. Purpose

To request the Premier, in his capacity as the Executing Authority for the Office of the Premier, to grant permission to Mr Joel Mziwandile Gumede, Director: Employee Health and Wellness with Persal number: 60201827 to serve as a Board Member for the Employee Assistance Professionals Association of South Africa (EAPA-SA) during 2022/2023 Financial Year.

2. Background

- 2.1 Mr JM Gumede was elected to serve as a Board Member for EAPA-SA. The appointment to the Board was for the period of five years from 2018 to 2023 which is the term of office of the EAPA-SA Board. Mr Gumede holds the Finance Portfolio on the Board.
- 2.2 The permission which is sought herein pertains to the 2022/23 Financial Year. It is necessary to obtain the Executing Authority's approval annually. Please refer to the attached appointment letter in this regard, **Annexure 1**.
- 2.3 The Employee Assistance Professionals Association of South Africa (EAPA-SA) as a professional recognized body is a non-profit seeking organisation which strives to represent the interest of those involved in the field of employee assistance and wellness, thereby creating an opportunity for professionals to engage with industry experts, fellow professionals and service providers for continuous professional development (CPD). EAPA-SA is the custodian of the professional standards and the code of ethics for employee assistance programmes in South Africa. Furthermore, EAPA-SA is an accredited professional body with the South African Qualification Authority (SAQA) and is an affiliate of EAPA International.
- 2.4 Mr Gumede will not receive any remuneration for his participation on the activities of EAPA-SA.

PERMISSION TO SERVE AS A BOARD MEMBER FOR EAPA-SA DURING THE FINANCIAL YEAR 2022/2023: JOEL MZIWANDILE GUMEDE, PERSAL NUMBER 60201827

2.5 The work for which the permission to perform is requested will have no negative impact on Mr Gumede's current official duties. Instead, there are enormous benefits to be accrued to the Office of the Premier and the entire KwaZulu-Natal Administration as a result of Mr Gumede's involvement.

3. Motivation

3.1 Mr JM Gumede in his current position as Director: Employee Health and Wellness in the Office of the Premier has a responsibility to oversee the implementation of employee health and wellness programme in the entire Provincial Administration. Part of his mandate is to professionalize the Employee Health and Wellness service.

3.2 Mr Gumede's involvement in EAPA activities would strengthen the partnership between the Office of the Premier and EAPA-SA.

The following are some of the benefits:

3.2.1 Empowerment of / Capacity building for Employee wellness practitioners in KwaZulu-Natal. The employee wellness practitioners in KwaZulu-Natal will receive the mandatory training as part of their continuous professional development (CPD) at no extra costs. The professional bodies (statutory councils) require employee wellness practitioners to acquire a minimum number of CPD points annually in order to renew their professional designations. Such training areas are included in the respective workplace skills plans.

3.2.2 The practitioners will have access to Professional Standards and the Code of Ethics for employee assistance programmes and enhance the delivery of quality services in line with their job descriptions.

3.2.3 Mr Gumede will be able to fulfill his Office of the Premier mandate of providing the required leadership through professionalizing the employee health and wellness in KwaZulu-Natal.

3.2.4 As the member of senior management service (SMS), Mr Gumede should be subjected to the compulsory competency training in terms of the DPSA's Directive on Compulsory Capacity Development and Mandatory Training Days for SMS. The attendance of EAPA-SA Board meetings will enable Mr Gumede to acquire this training since all its meetings are accredited and earn CPD points.

3.3 Mr Gumede is required to attend four scheduled EAPA-SA Board meetings during 2022/2023 financial year as well as compulsory annual training and development session. In total, Mr Gumede's attendance to EAPA-SA activities will not exceed ten (10) working days in the current financial year. Dates are contained in the attached **Annexure 1**.

4. Financial Implications

Mr JM Gumede will be expected to attend four (4) EAPA-SA Board meetings in Pretoria. In addition, he has to attend the annual three day EAPA-SA Edu-week (training and Development) which is required as part of the mandatory continuous professional training and development in the field.

The EAPA-SA Edu-week registration costs would be covered by the Departmental Skills Development Unit.

The estimated costs breakdown is outlined below:

4.1 Four EAPA-SA Board meetings in Pretoria

Flights (4 return flights @ R2600.00)	R 10 400.00
Accommodation (4 nights @R1450.00)	R 5 800.00

Sub total	R 16 200.00
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Annual EAPA-SA Eduweek (Training and Dev) Accommodation and flight costs to Johannesburg	R 8 400.00
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Grand Total	<u>R 24 600.00</u>
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4.2 Funds to cover the costs will be made available under the Provincial Employee Health and Wellness budget. Please refer to the BAS report, **Annexure 2.**

5. Recommendations

It is recommended that the Premier, in his capacity as the Executing Authority for the Office of the Premier,

5.1 grants permission to Mr Joel Mziwandile Gumede, Director: Employee Health and Wellness with Persal number: 60201827 to serve as a Board Member for the Employee Assistance Professionals Association of South Africa (EAPA-SA) during 2022/2023 Financial Year

5.2. grants approval to attend the EAPA-SA Board meetings as detailed in **Annexure 1.**


MR J.M. GUMEDE
DIRECTOR: EMPLOYEE HEALTH AND WELLNESS
DATE: 03/06/2022

PERMISSION TO SERVE AS A BOARD MEMBER FOR EAPA-SA DURING THE FINANCIAL YEAR
2022/2023: JOEL MZIWANDILE GUMEDE, PERSAL NUMBER 60201827

SUPPORTED / NOT-SUPPORTED



MR F.M.A. SAFLA
ACTING DIRECTOR- GENERAL: CORPORATE MANAGEMENT SERVICES
DATE: 03/06/2022 .

SUPPORTED / NOT SUPPORTED

ON LEAVE

MS S. CELE
DIRECTOR: ETHICS OFFICER
DATE:

SUPPORTED / NOT-SUPPORTED



MS S. MYEZA
ACTING CHIEF FINANCIAL OFFICER
DATE: 03/06/2022

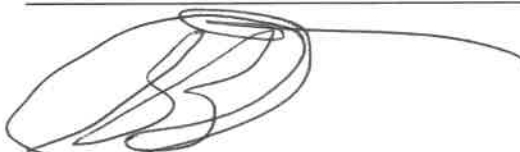
PERMISSION TO SERVE AS A BOARD MEMBER FOR EAPA-SA DURING THE FINANCIAL YEAR
2022/2023: JOEL MZIWANDILE GUMEDE, PERSAL NUMBER 60201827

RECOMMENDED / NOT RECOMMENDED



MR S.G. NGUBANE
ACTING DIRECTOR-GENERAL
DATE: 06/6/22

APPROVED / ~~NOT APPROVED~~



MR S. ZIKALALA
PREMIER OF KWAZULU-NATAL
DATE: 24/06/2022

Office Unit 6 Kingfisher Building,
Hazel Dean Office Park,
Silverlakes Road
Tijger Valley Extension,
Pretoria, 7530
Tel: 012 346 4430
E-mail: admin@eapasa.co.za
Website: www.eapasa.co.za
Company reg number: 201000022108



TO WHOM IT MAY CONCERN

APPOINTMENT AS BOARD MEMBER FOR THE EMPLOYEE ASSISTANCE PROFESSIONALS ASSOCIATION OF SOUTH AFRICA (EAPASA): MR MZIWANDILE JOEL GUMEDE

This letter serves to inform you that **Mr. JM Gumede** has been elected to serve as the Board member of the Employee Assistance Professionals Associations of South Africa (herein referred to as EAPA-SA) for the period 2018 - 2023. He has been elected to serve on the Finance Portfolio during his term of office.

EAPASA is a professional recognised body founded under Section 21 of the Companies Act, 1973 (Act 61 of 1973). It is a non-profit seeking organisation which strives to represent the interest of those involved in the field of employee assistance and wellness, thereby creating an opportunity for professionals to engage with industry experts, fellow professionals and service providers for Continuous Professional Development (CPD). Board membership is a guardianship responsibility which is non-remunerative in nature. EAPA-SA, in offering professional development opportunities to its members, does generate revenue from membership and registration fees but this revenue is channelled to the Board projects and operations and does not constitute remuneration to elected Board members and Directors.

Election to serve on the EAPASA Board is not only a notable achievement for the individual concerned in a personal capacity but also offers tremendous opportunities for growth and development in a professional capacity and ultimately benefits the employer.

Therefore, serving on the EAPA-SA Board requires **Mr. JM Gumede** to attend EAPA-SA National Board meetings every three months.

The dates for the Board meetings in 2022 are as follows:

Date	2022-2023	Activity
10 February	2022-2023	Board Meeting
10 - 11 June	2022	Board Meeting
11 August	2022	Board Meeting
7-9 September	2022	Eduweek
03 November	2022	Board Meeting

Your support in this regard will be highly appreciated

Regards,

Govender

Ms. Thiloshni Govender
EAPASA President
9 May 2022

Ensuring excellence in Employee Assistance Programmes

Executive Committee: Ms. Thiloshni Govender, Ms. Radhi Vandayat,
Mr. Mziwandile Gumede