



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Employment Equity Principles For Corporate Social Responsibility And Organisational Transformation Training

Business, Commerce and Management Studies / Generic Management

Unit Standard 116919 · NQF Level 5 · 10 Credits · 7 Days

COURSE OVERVIEW

This course is designed to equip participants with a comprehensive understanding of employment equity principles and their application within corporate social responsibility and organisational transformation frameworks. It aims to foster inclusive workplace practices and align equity initiatives with strategic transformation goals.

Category	Business, Commerce and Management Studies
Subfield	Generic Management
Unit Standard	116919
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	7 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply employment equity legislation and principles to design inclusive workplace policies.
- Analyze organisational demographics to identify areas requiring equity interventions.
- Evaluate the impact of employment equity initiatives on corporate social responsibility outcomes.
- Develop strategies to integrate equity principles into organisational transformation plans.
- Implement monitoring and reporting mechanisms to track progress on equity goals.
- Demonstrate the ability to facilitate stakeholder engagement on equity and transformation issues.

WHO SHOULD ATTEND

- This course is ideal for HR professionals, transformation managers, diversity and inclusion practitioners, and senior leaders responsible for implementing employment equity and CSR strategies in their organisations.

COURSE OUTLINE

Day 1: Introduction to Employment Equity and the South African Context

- Historical context: apartheid and workplace discrimination.
- Overview of the Employment Equity Act: purpose, scope, and designated employers.
- Key definitions: designated groups, unfair discrimination, affirmative action.
- The role of the Employment Equity Commission and Labour Court.
- Introduction to CSR and its intersection with Employment Equity.
- Case study: impact of inequity on organisational transformation.

Day 2: Understanding Unfair Discrimination and Harassment

- Prohibited grounds: race, gender, sex, pregnancy, marital status, family responsibility, ethnic or social origin, colour, sexual orientation, age, disability, religion, HIV status, conscience, belief, political opinion, culture, language, birth.
- Direct vs. indirect discrimination.
- Harassment: sexual, racial, and other forms.
- Medical testing and psychological assessments.
- Defences and justifications: inherent requirements of the job, affirmative action.
- Practical examples and case law.

Day 3: Affirmative Action Measures and Employment Equity Plans

- Affirmative action: objectives and legal framework.
- Steps to develop an EEP: analysis, goals, timetables, monitoring.
- Consultation with trade unions and employees.
- Removing barriers: recruitment, selection, promotion, retention.
- Reasonable accommodation for persons with disabilities.
- Case study: drafting an EEP for a medium-sized enterprise.

Day 4: Employment Equity Reporting and Compliance

- Designated employers: criteria and obligations.
- Report structures: EEA2 (workplace profile), EEA4 (income differentials).
- Submission deadlines and procedures.
- Compliance assessments and enforcement.
- Penalties: fines, compliance orders, naming and shaming.
- Practical workshop: completing a sample EEA2 report.

Day 5: Integration with CSR and Organisational Transformation

- CSR pillars: economic, social, environmental – equity as social pillar.
- B-BBEE scorecard: management control, skills development, enterprise development.
- Transformation charters and sector codes.
- Building an inclusive culture: change management and communication.
- Metrics: representation targets, retention rates, employee satisfaction.
- Case study: successful integration of EE in a CSR programme.

Day 6: Implementation Challenges and Best Practices

- Barriers: unconscious bias, lack of commitment, inadequate resources.
- Overcoming resistance: communication, training, incentives.
- Talent management: recruitment from designated groups, mentorship, career development.
- Succession planning for diversity.
- Leadership accountability and role modelling.

- Best practice examples from South African organisations.

Day 7: Monitoring, Evaluation, and Continuous Improvement

- Monitoring tools: dashboards, surveys, focus groups.
- Evaluation: comparing actual vs. planned targets.
- Continuous improvement: corrective actions and adjustments.
- Audit preparation: documentation, evidence, interviews.
- Reporting to management and stakeholders.
- Developing a personal action plan for implementing EE in the workplace.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **10 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 29,600.00	R 29,600.00
1	In-House	R 38,500.00	R 38,500.00
1	On-Campus (Pretoria)	R 44,400.00	R 44,400.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	18 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	19 Aug 2026	On-Campus	Abu Dhabi, UAE
12 Aug 2026	20 Aug 2026	On-Campus	Durban, South Africa
12 Aug 2026	20 Aug 2026	On-Campus	Mauritius
13 Aug 2026	21 Aug 2026	On-Campus	Cape Town, South Africa
14 Aug 2026	24 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	25 Aug 2026	On-Campus	Abu Dhabi, UAE
18 Aug 2026	26 Aug 2026	On-Campus	Durban, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 116919) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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