



Accredited Africa Training Institute for Capacity Development

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

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aaticd.co.za · Website: www.aaticd.co.za

COURSE BROCHURE

Gender Equality Reporting And Women Empowerment Data Collection Training

Human and Social Studies / People/Human-Centred Development

Unit Standard 117879 · NQF Level 2 · 6 Credits · 3 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to collect, analyse, and report on gender equality and women empowerment data in the workplace. It focuses on understanding key gender indicators, data collection methodologies, and reporting frameworks to drive organisational change and comply with South African legislative requirements.

Category	Human and Social Studies
Subfield	People/Human-Centred Development
Unit Standard	117879
Accreditation	SAQA Accredited · NQF Level 2 · 6 Credits
Duration	3 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply gender equality concepts and legislative frameworks to workplace data collection and reporting.
- Analyse quantitative and qualitative data to identify gender disparities and empowerment gaps.
- Design data collection instruments that capture relevant gender-disaggregated information.
- Implement ethical data collection practices ensuring confidentiality and sensitivity.
- Evaluate reporting formats to communicate gender equality findings effectively to stakeholders.
- Demonstrate the use of data to inform women empowerment strategies and monitor progress.

WHO SHOULD ATTEND

- This training is designed for HR practitioners, transformation managers, diversity and inclusion officers, and data analysts responsible for gender reporting and empowerment initiatives within their organisations.

COURSE OUTLINE

Day 1: Foundations of Gender Equality Reporting and Data Collection

- Introduction to gender equality: international and South African context.
- Legal frameworks: SA Constitution, CEDAW, and National Gender Policy Framework.
- Key terminology: gender vs. sex, equality vs. equity, empowerment.
- Data collection fundamentals: quantitative and qualitative methods.
- Ethical principles: informed consent, confidentiality, and do no harm.
- Overview of gender-sensitive indicators and reporting standards.
- Case study: Gender statistics in South Africa.

Day 2: Data Collection Methods and Gender-Sensitive Analysis

- Quantitative methods: gender-disaggregated surveys and administrative data.
- Qualitative methods: in-depth interviews, focus groups, and storytelling.
- Participatory approaches: community mapping and gender audits.
- Intersectionality: considering race, class, disability, and geography.
- Data analysis techniques: cross-tabulation, thematic analysis, and gender gap calculations.
- Avoiding bias: question wording, sampling, and interviewer effects.
- Practical exercise: Designing a gender-sensitive questionnaire.

Day 3: Reporting, Advocacy, and Integration of Women Empowerment Data

- Report structure: executive summary, methodology, findings, recommendations.
- Data visualisation: charts, infographics, and dashboards for gender data.
- Writing for impact: clear language, actionable recommendations, and evidence-based advocacy.
- Integrating gender indicators into M&E; frameworks and scorecards.
- Gender-responsive budgeting: linking data to resource allocation.
- Stakeholder engagement: presenting to policymakers, communities, and donors.
- Practical exercise: Drafting a mini gender equality report from provided data.
- Course wrap-up and action planning for workplace application.

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 **6 NQF credits** at **NQF Level 2**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 13,200.00	R 13,200.00
1	In-House	R 17,200.00	R 17,200.00
1	On-Campus (Pretoria)	R 19,800.00	R 19,800.00

UPCOMING SESSIONS

Start	End	Method	Venue
24 Aug 2026	26 Aug 2026	On-Campus	Harare, Zimbabwe
24 Aug 2026	26 Aug 2026	On-Campus	Abu Dhabi, UAE
25 Aug 2026	27 Aug 2026	On-Campus	Bangkok, Thailand
25 Aug 2026	27 Aug 2026	On-Campus	Durban, South Africa
26 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
26 Aug 2026	28 Aug 2026	On-Campus	Shenzhen, China
31 Aug 2026	02 Sep 2026	On-Campus	Lusaka, Zambia
31 Aug 2026	02 Sep 2026	On-Campus	Bangkok, Thailand

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 117879) 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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