

PROPOSED ORGANISATIONAL STRUCTURE AND POST ESTABLISHMENT FOR THE DEPARTMENT OF SOCIAL DEVELOPMENT

DIRECTORATE: POPULATION AND DEVELOPMENT PROGRAMMES

PURPOSE: Implements intergovernmental population and development programmes, disseminates population development information, to build the capacity of all three spheres of government to implement the population policy.

FUNCTIONS:

1. Disseminate relevant population information (as part of the monitoring and evaluation role) to all structures of government in suitable formats in order to inform them about population trends and to provide technical support for the implementation of the policy;
2. Develop means to assist government departments to enhance their capacity and expertise in analysing the linkages between demographic variables and their policies and programmes (this may involve the commissioning of appropriate training and capacity building for institutions in civil society).

1 Director
1 Secretary
2 Deputy Directors
1 Deputy Director: Local Integrated Development Planning
1 Assistant Director
1 National P & D Training Coordinator
1 Local Government Capacity Building
POPULATION RESOURCE CENTRE
1 Assistant Director
1 Population Resource Manager
1 Website Content Manager (Fixed term contract)
1 Database Coordinator (Fixed term contract)

DIRECTORATE: POPULATION AND DEVELOPMENT RESEARCH

PURPOSE: To manages population and development and social development research, in support of policy and programme development, both for the implementation of the national population policy and other programmes of the Department of Social Development.

FUNCTIONS:

1. Identify, commission, conduct and report on population & development and cross-cutting social development research;
2. Liaise and collaborate with national, regional and international stakeholders regarding population & development research activities;
3. Provide capacity building / technical support / information on population & development and social development research to stakeholders;
4. Advise the Department of Social Development and other stakeholders on the policy and programme implications of research findings.
5. Undertake the analysis and interpretation of data on the country's population dynamics and on the reciprocal relationships between population and development to inform policy design and programming;
6. Assist government departments to analyse data and to monitor and evaluate the effectiveness of programmes for purposes of assessing the overall successes and failures of the national development strategy.

1 Director
1 Secretary
2 Deputy Directors: Research (12)
9 Research Project Managers (DD)
1 Deputy Director: Intergovernmental HIV/Aids Research Collaboration
1 Deputy Director (Fixed term contract)
1 Research Coordinator (AD)

DIRECTORATE: POPULATION AND DEVELOPMENT STRATEGY

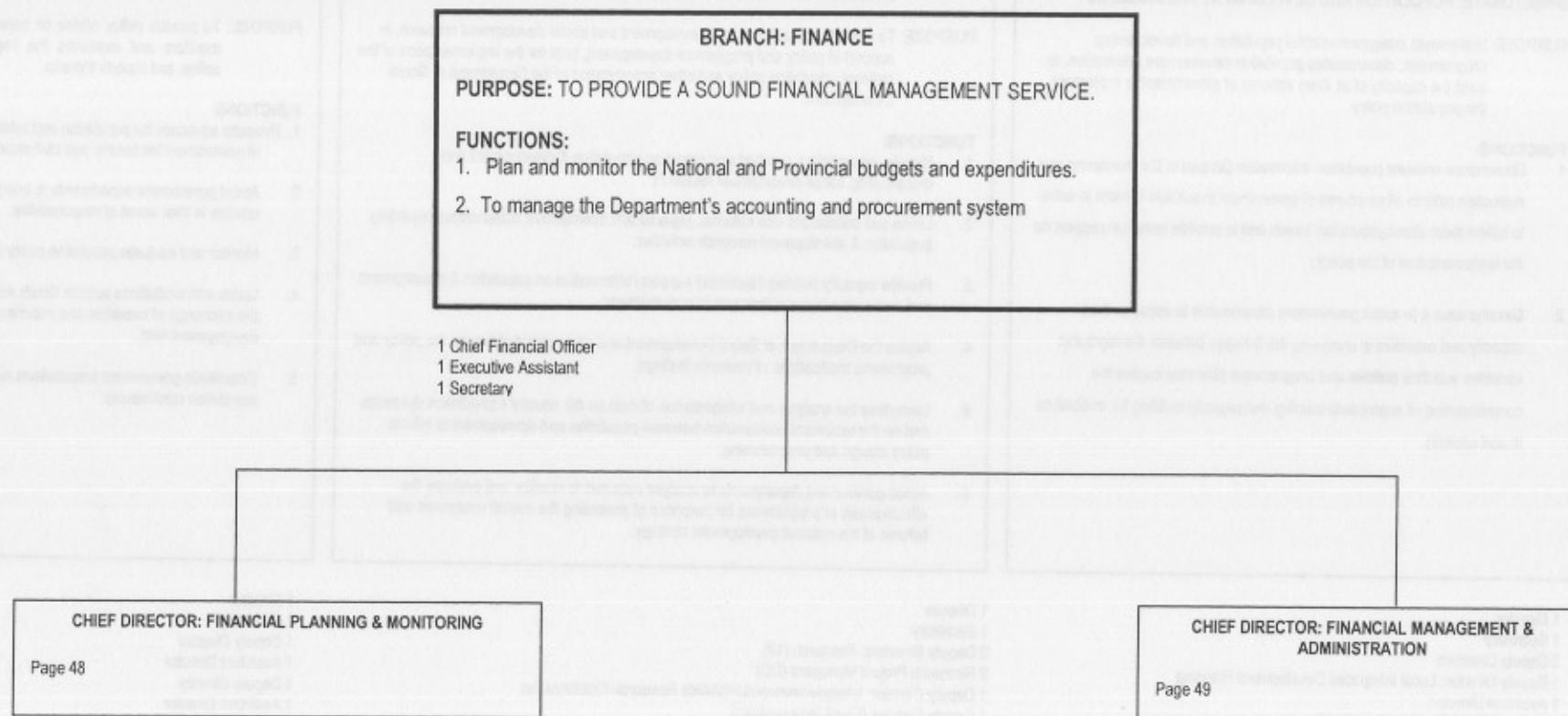
PURPOSE: To provide policy advice on population and development trends, monitors and evaluates the implementation of the population policy, and reports thereon.

FUNCTIONS

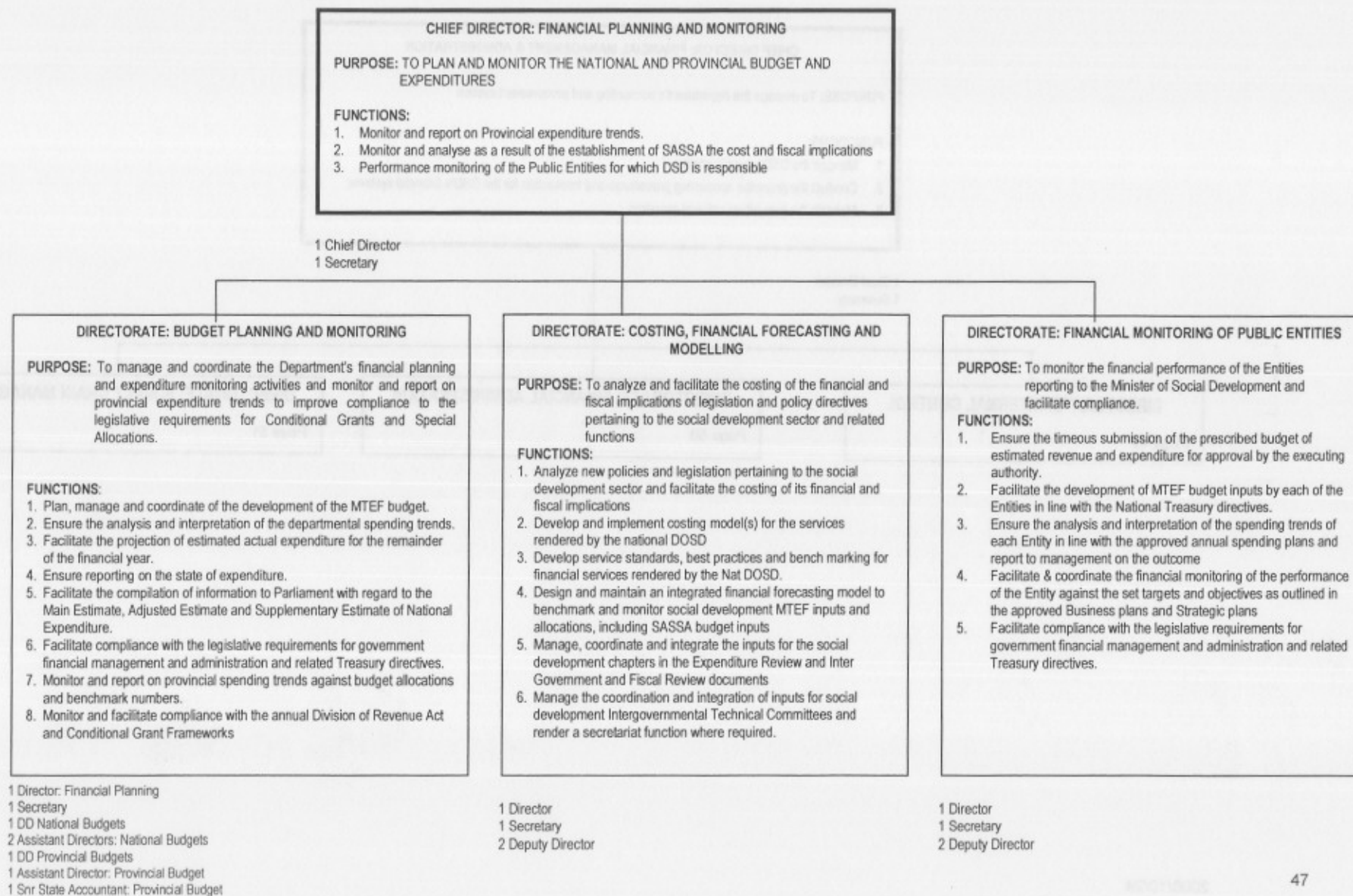
1. Promote advocacy for population and related development issues targeted at government leadership and civil society at all levels;
2. Assist government departments to interpret the population policy in relation to their areas of responsibility;
3. Monitor and evaluate population policy implementation;
4. Liaise with institutions outside South Africa to promote collaboration and the exchange of expertise and experiences in the population and development field.
5. Coordinate government preparations and report on international population conferences.

1 Director
1 Secretary
1 Deputy Director
1 Assistant Director
1 Deputy Director
1 Assistant Director
1 Deputy Director
1 Assistant Director
1 Advocacy Coordinator

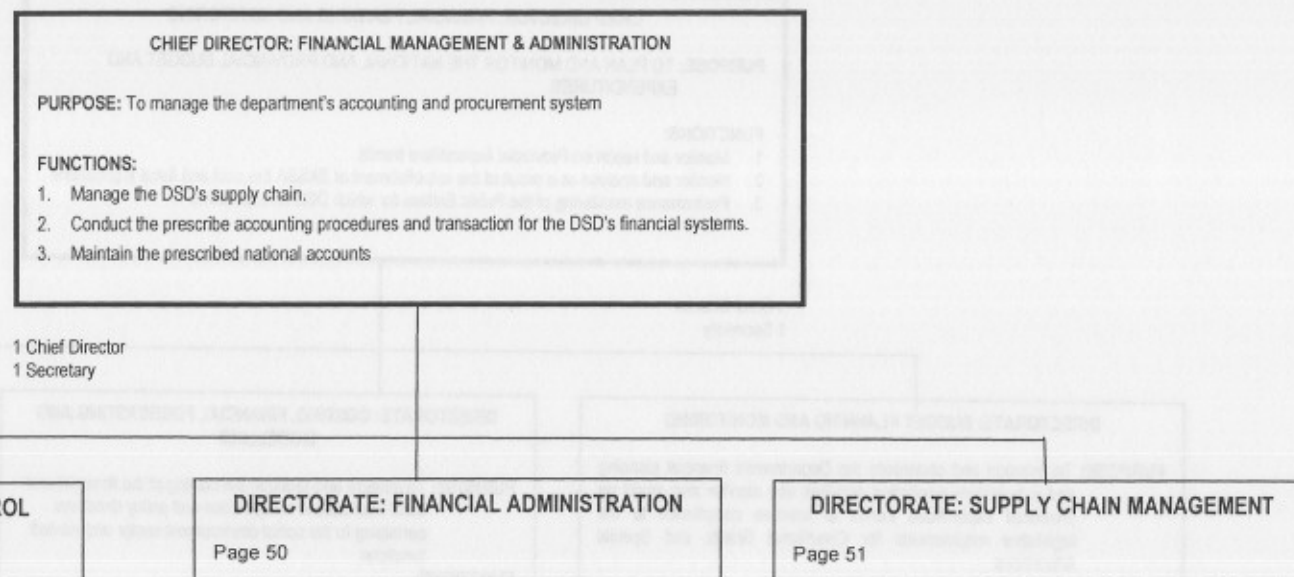
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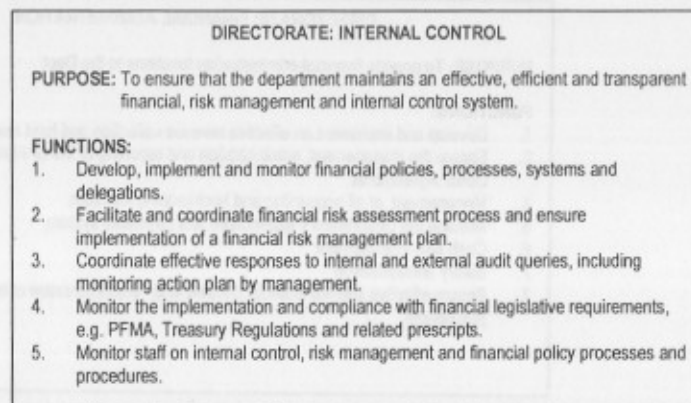
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1 Director
1 Secretary

SUB DIRECTORATE: POLICY AND SYSTEMS

PURPOSE: Facilitate the development & implementation of a system of internal control.

FUNCTION:

1. Manage the implementation of the Departmental action plan for the PFMA.
2. Co-ordinate the responses to the external and internal audit queries and implementation thereof.
3. Assist with the development and updating of the departmental delegations and financial policies.

1 Deputy Director: Policy and Systems
1 Assistant Director: Policy
2 Accounting Clerk

SUB DIRECTORATE: RISK MANAGEMENT

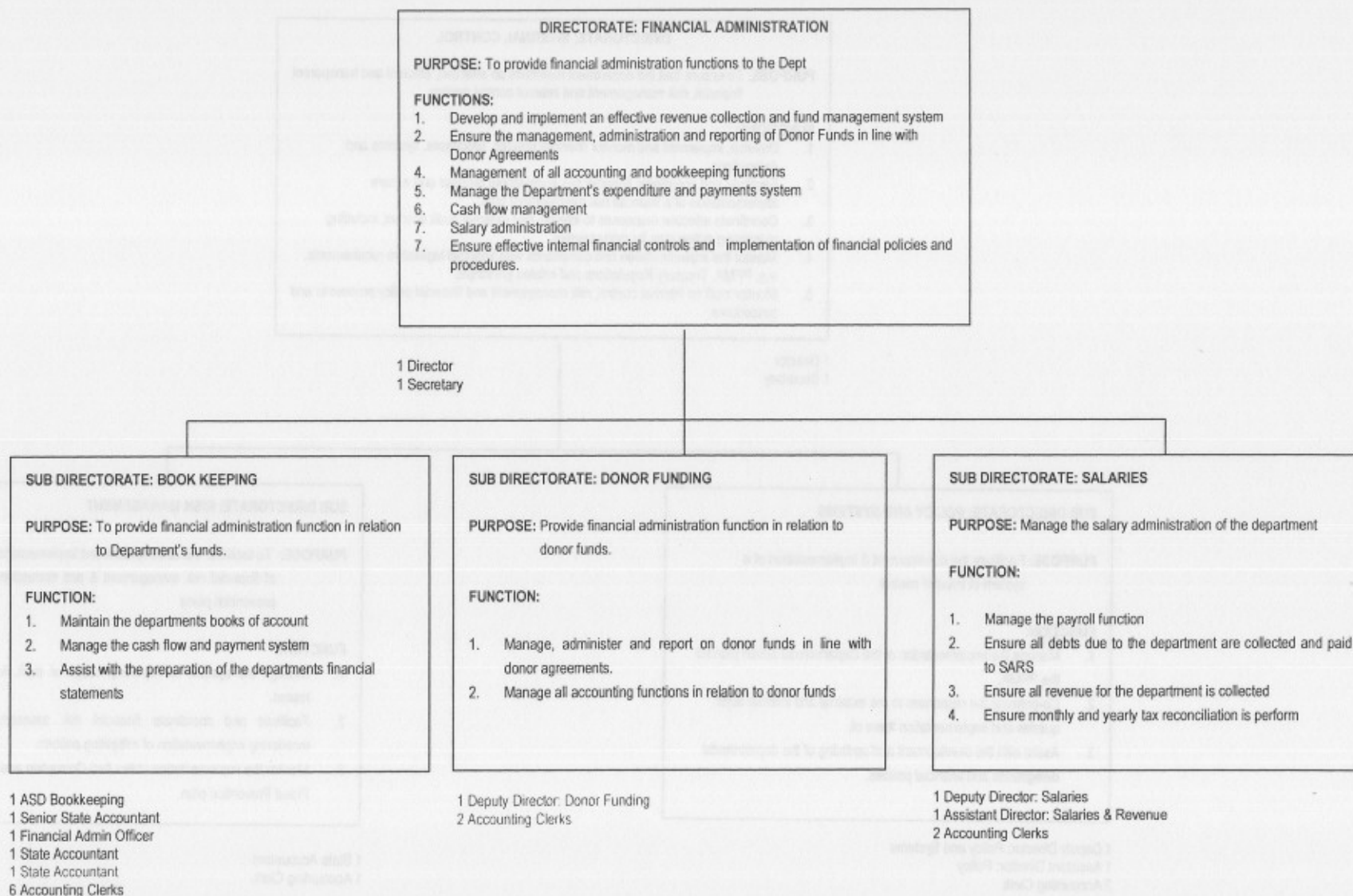
PURPOSE: To facilitate the development and implementation of financial risk management & anti corruption & fraud prevention plans

FUNCTION:

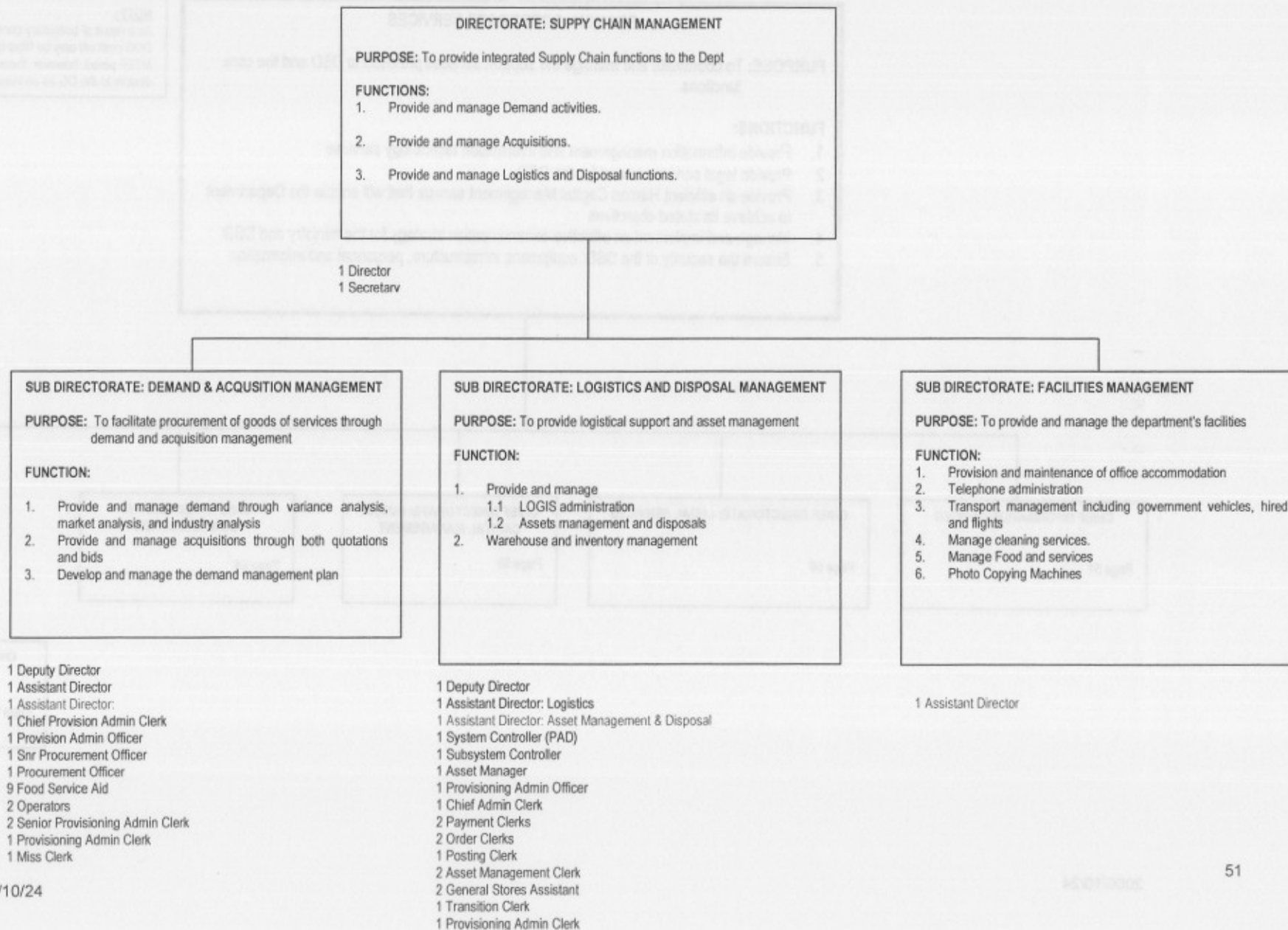
1. Manage the system for reporting cases of theft, fraud and losses.
2. Facilitate and coordinate financial risk assessment and monitoring implementation of mitigating actions.
3. Monitor the implementation of the Anti-Corruption and Fraud Prevention plan.

1 State Accountant
1 Accounting Clerk

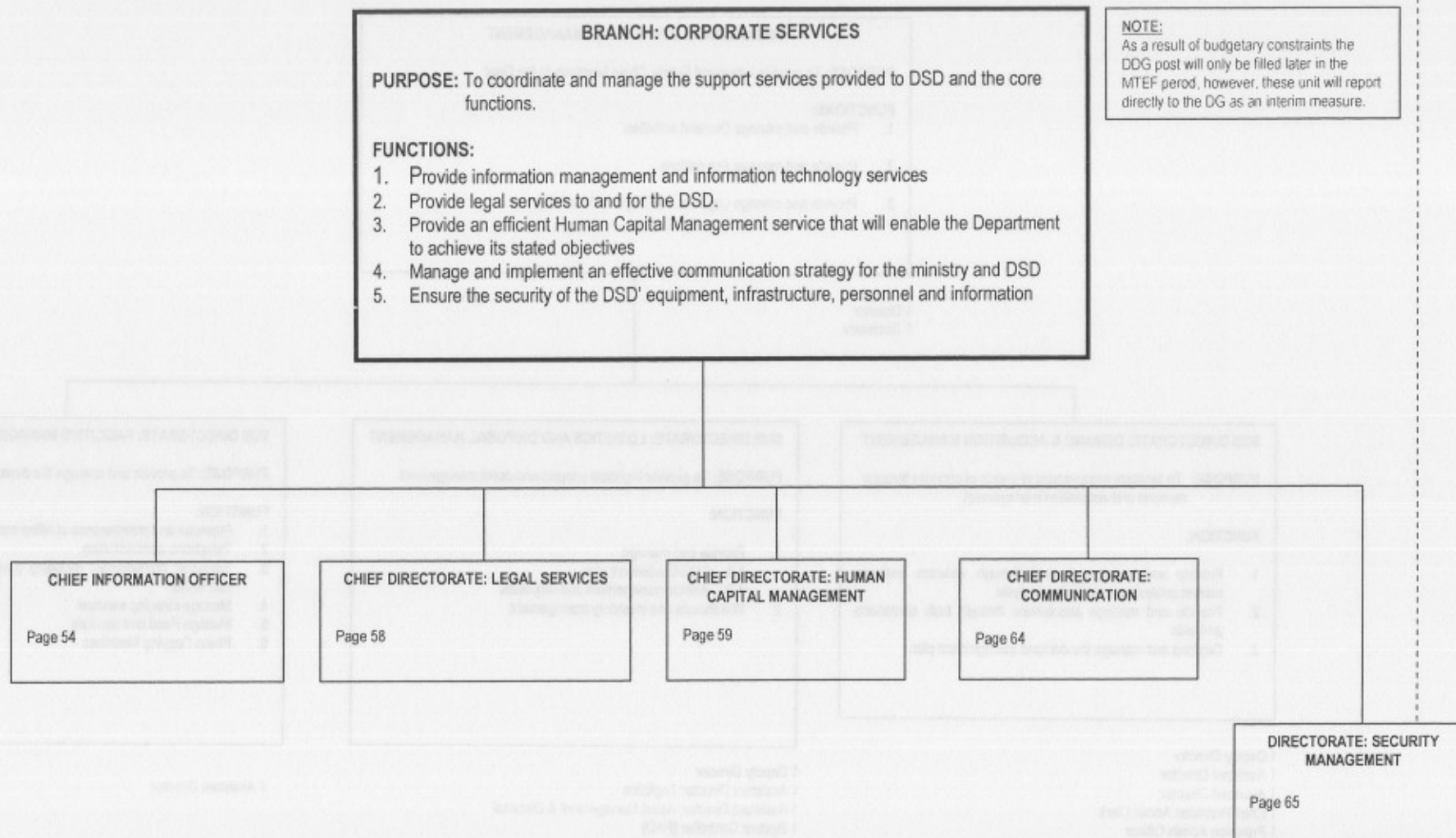
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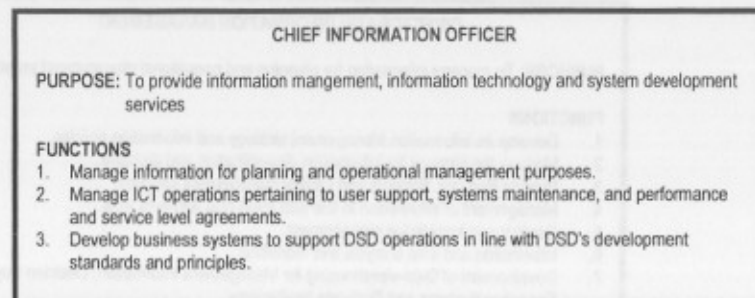
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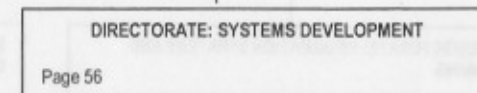
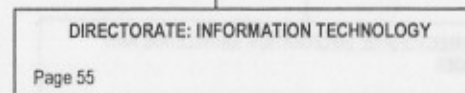
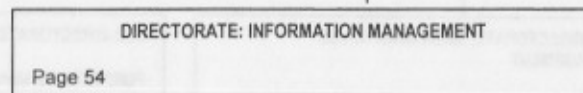
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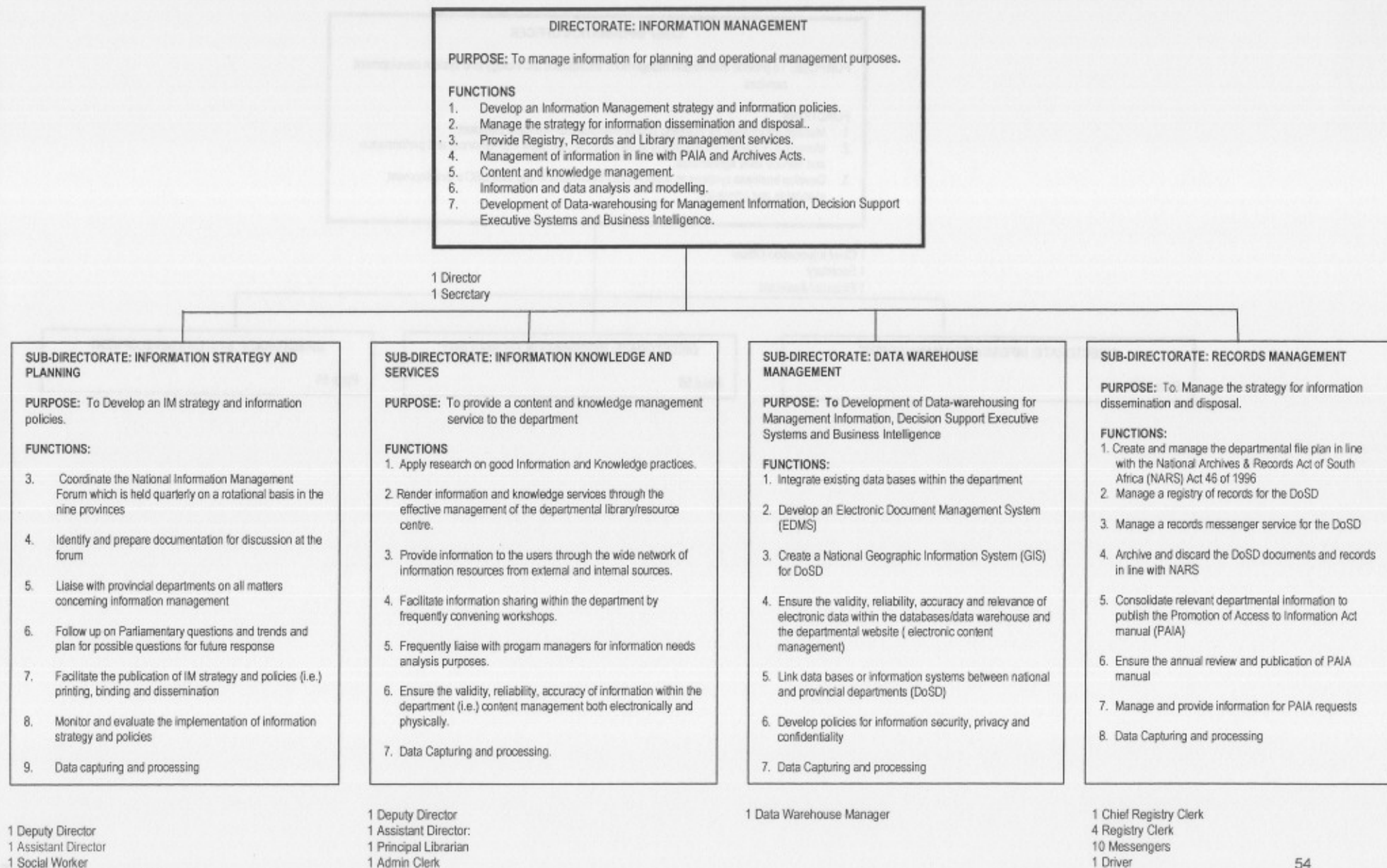
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1 Chief Information Officer
1 Secretary
1 Financial Assistant

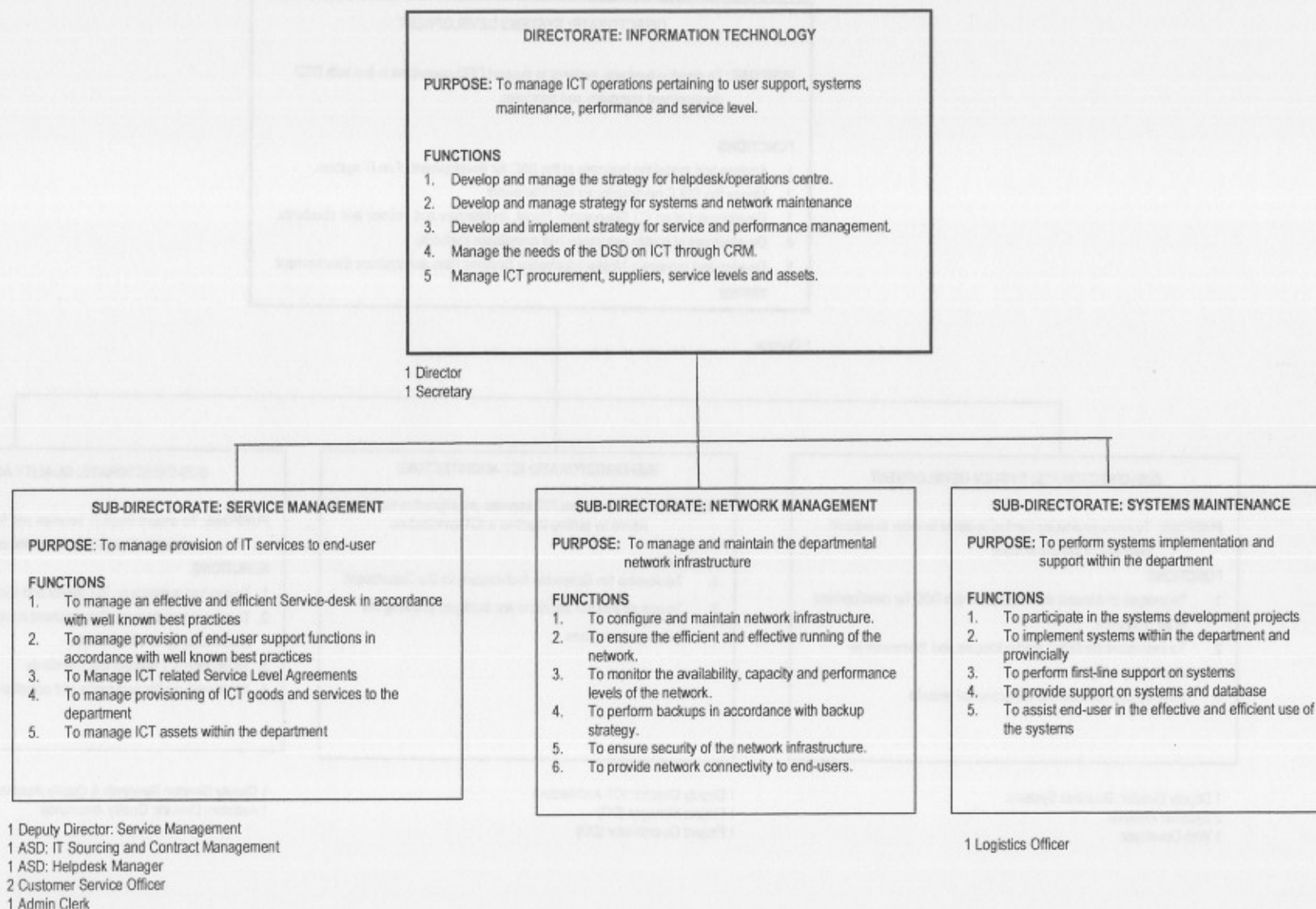


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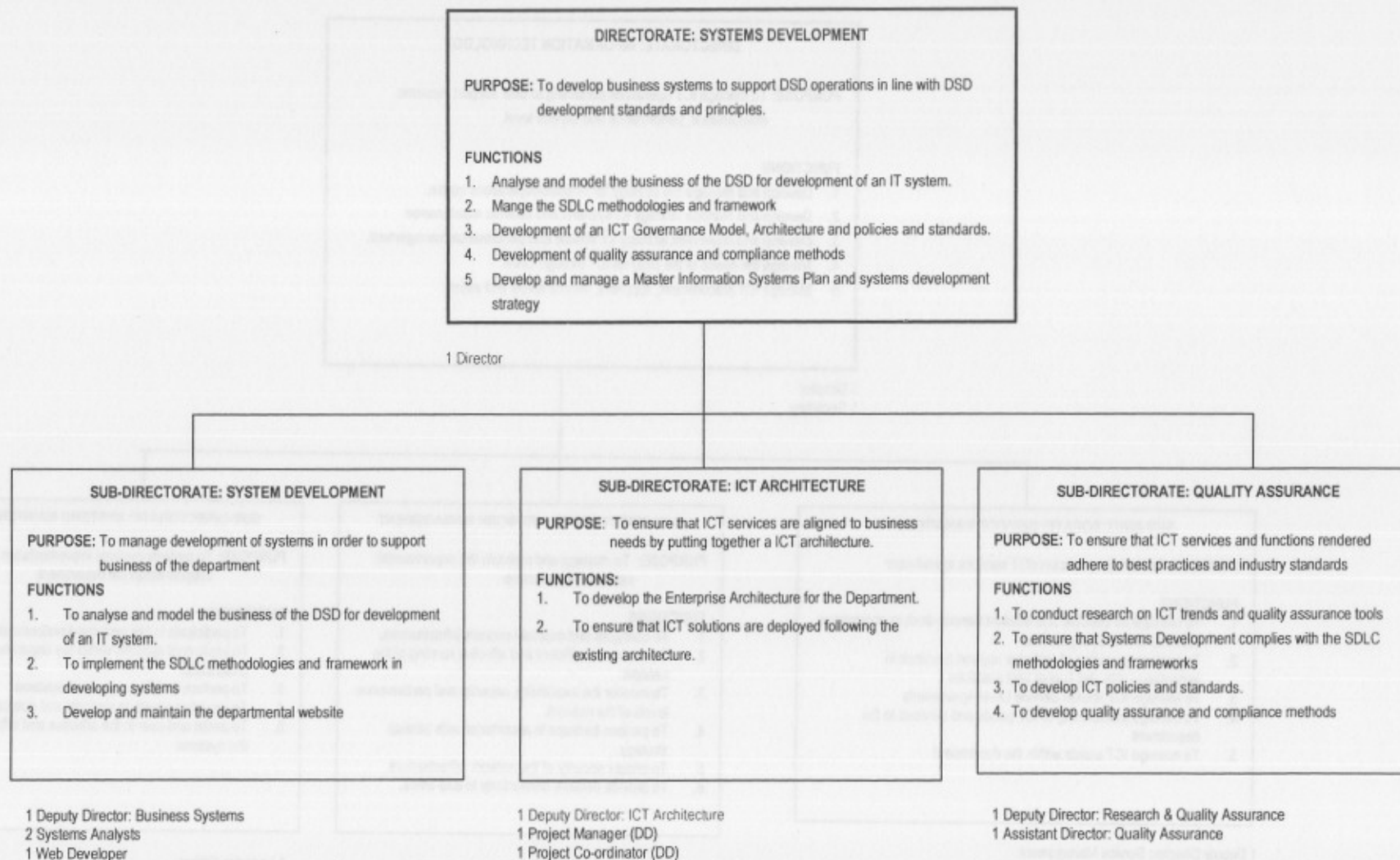


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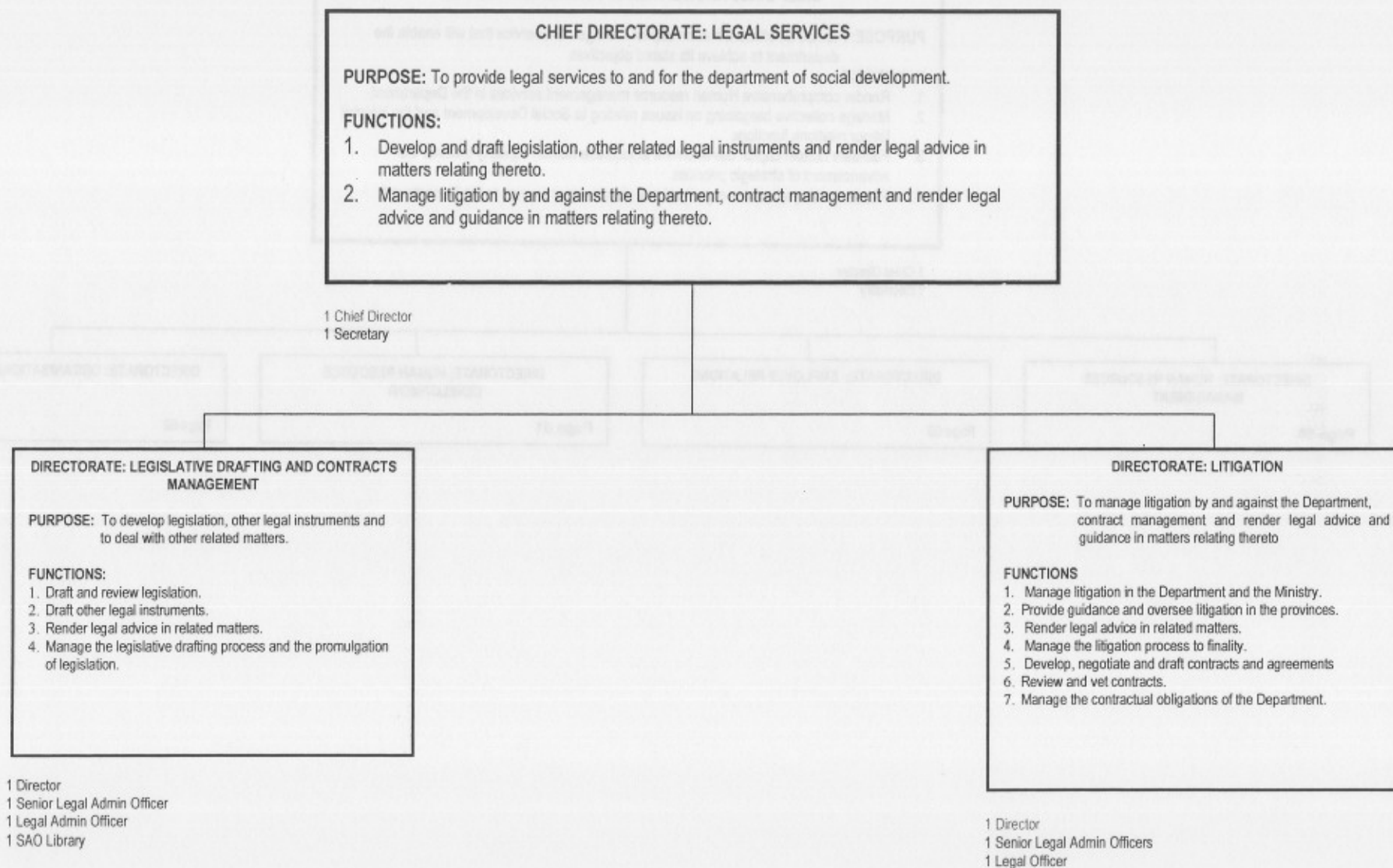
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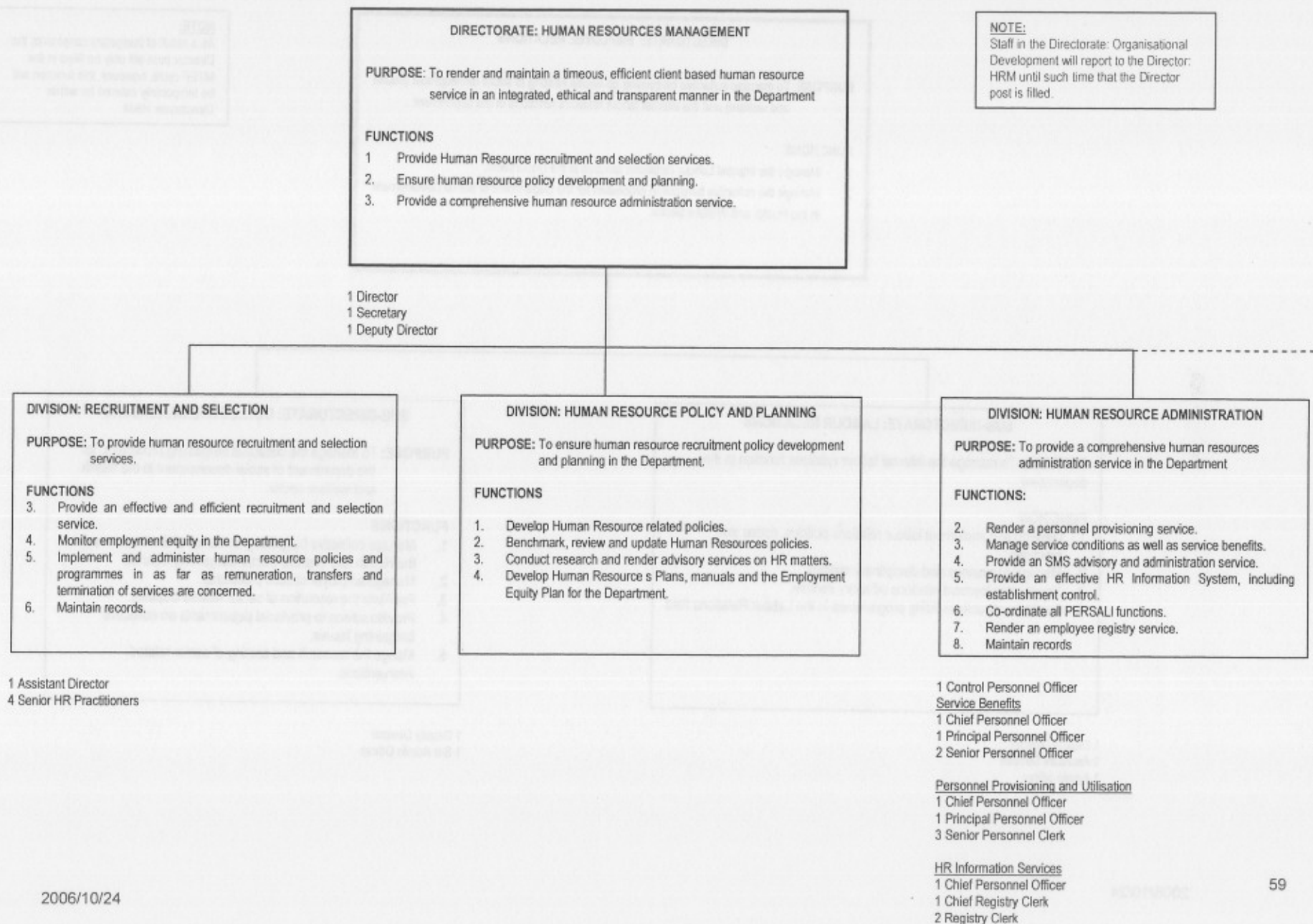
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DIRECTORATE: EMPLOYEE RELATIONS

PURPOSE: To manage collective bargaining on issues relating to social development (health and welfare) and the internal labour relations functions of the department. .

FUNCTIONS

1. Manage the internal Labour Relations function in the Department.
2. Manage the collective bargaining processes for the Department of Social Development in the Health and Welfare Sector.

NOTE:

As a result of budgetary constraints the Director post will only be filled in the MTEF cycle, however, this function will be temporarily catered for within Directorate: HRM.

SUB-DIRECTORATE: LABOUR RELATIONS

PURPOSE: To manage the internal labour relations function in the department

FUNCTION

1. Develop and implement labour relations policies, codes and practices.
2. Manage grievances and disciplinary matters.
3. Render employment relations advisory service.
4. Facilitate capacity building programmes in the Labour Relations field

1 Deputy Director
1 Assistant Director
1 Admin officer

SUB-DIRECTORATE: COLLECTIVE BARGAINING

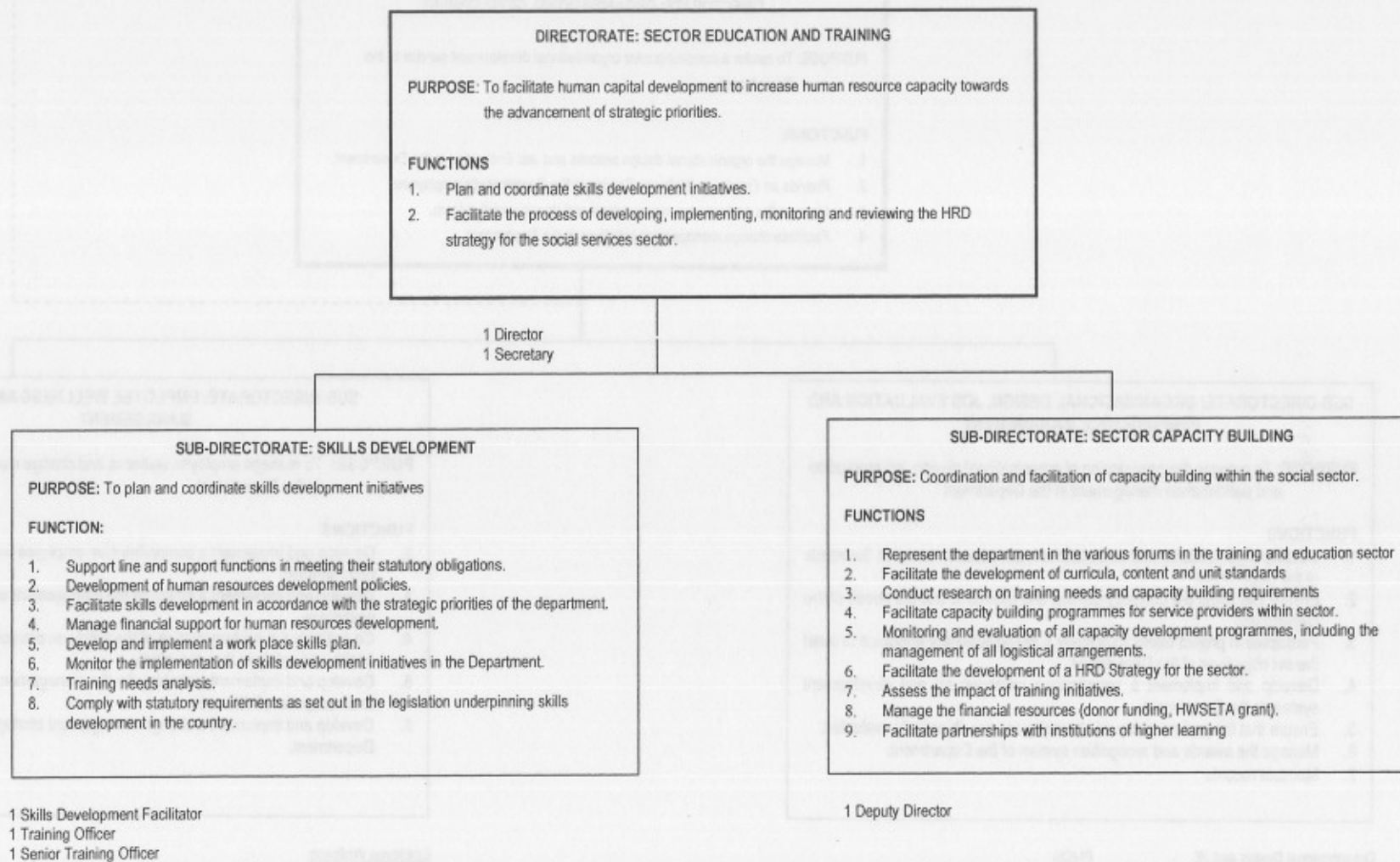
PURPOSE: To manage the collective bargaining processes for the department of social development in the health and welfare sector.

FUNCTIONS

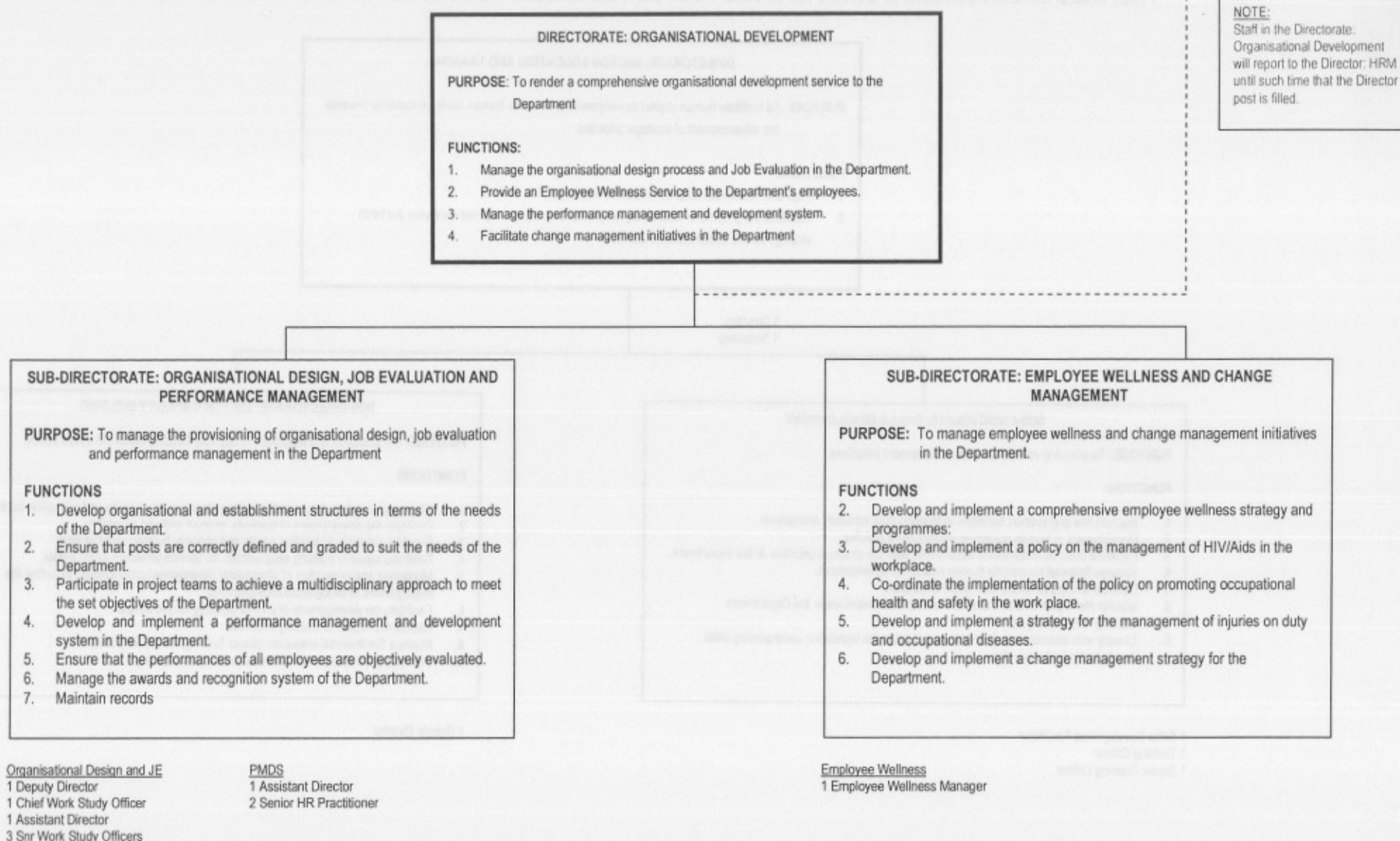
1. Manage collective bargaining on behalf of the Department in the Health and Welfare Sector Bargaining Council.
2. Manage employer caucus processes.
3. Facilitate the resolution of sector related disputes.
4. Provide advice to provincial departments on collective bargaining issues.
5. Manage the research and costing of sector related interventions.

1 Deputy Director
1 Snr Admin Officer

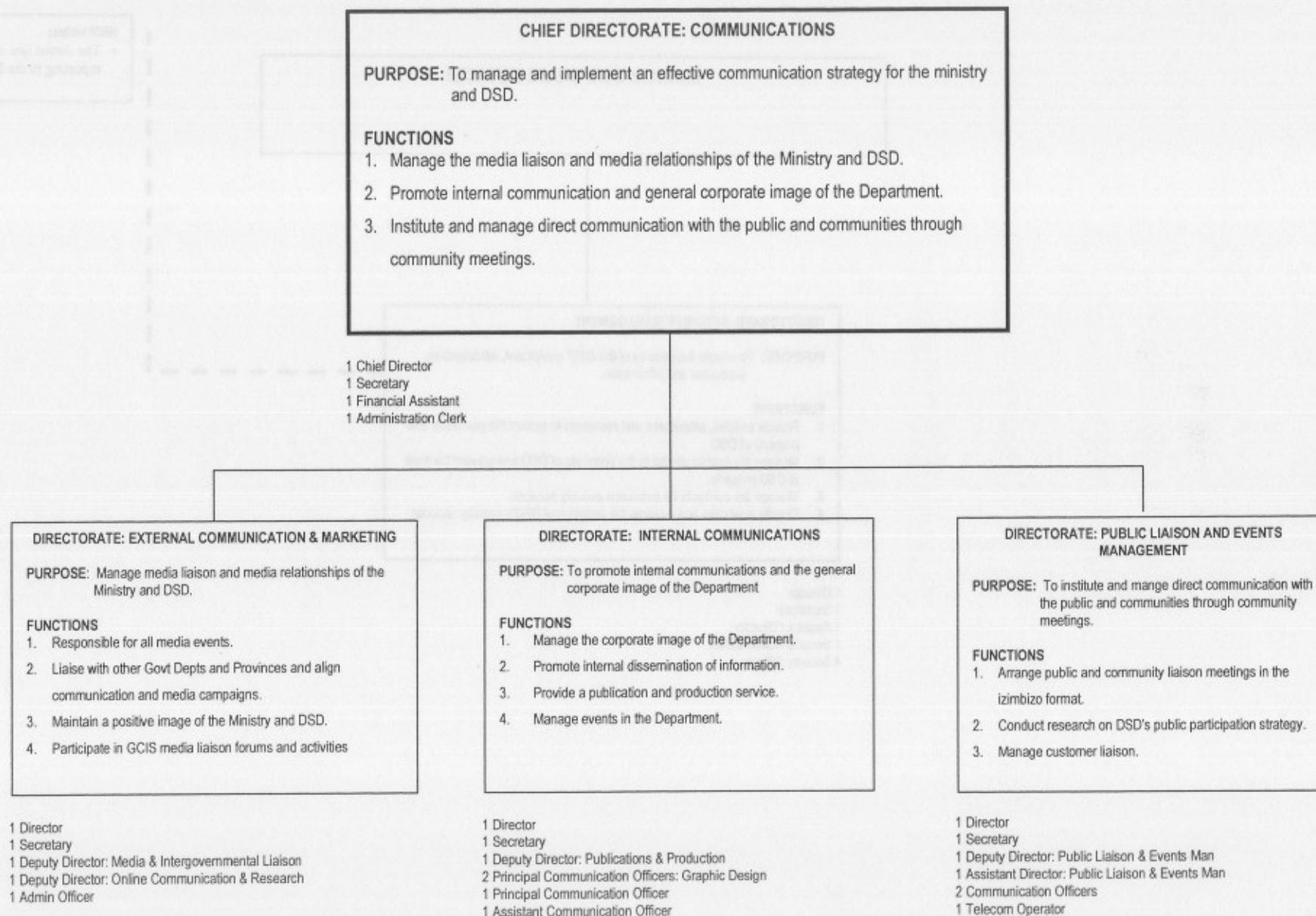
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BRANCH: CORPORATE SERVICES

DIRECTORATE: SECURITY MANAGEMENT

PURPOSE: To ensure the security of the DSD' equipment, infrastructure, personnel and information.

FUNCTIONS

1. Provide policies, procedures and measures to protect the personnel and property of DSD.
2. Manage the access control to the premises of DSD and prevent the theft of DSD property.
3. Manage the contracts for outsource security services.
4. Directly supervise and manage the provision of DSD's security services

- 1 Director
- 1 Secretary
- 1 Assistant Director
- 1 Security Admin Officer
- 4 Security Officers

HRM Notes:

- The dotted line indicates indirect reporting to the DG.

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1 Director

1 Secretary

DIVISION: ADMIN SUPPORT

1 Admin Officer

SUBDIRECTORATE: AU, NEPAD AND

SADEC

1 Deputy Director

1 Assistant Director

SUBDIRECTORATE: UN AND DONOR

COORDINATION

1 Deputy Director

1 Assistant Director

