

Staff Morale

Intervention

- PMDS (22% bonus and progressions, 8% promotion)
- PMDS Task Team established , Provincially and Regionally
- Review of PMDS SOP's
- Uniform Norms and Standards developed for Performance Evaluation which will be workshopped with all staff and labour representatives to ensure buy inn
- Workshop Road shows to staff members
- Framework for Memorial Services provided to Managers
- Uniform Norms and Standards developed for Performance Evaluation which will be workshopped with all staff and labour representatives to ensure buy inn.



Training:

Officials Training

- Skilled Managers assigned to draft training programs in their field of expertise and present training on Civic Services, Admissions, Temporary Residence.

External Training (Combined with stakeholders)

- UNHCR, Refugee Appeal Board & UCT Legal Aid Clinic - RRO & RSDO interviewing skills and adjudication, manifestly unfounded cases
- Basic computer training – Managers within Provincial Office
- Dimension Data - Management of the telephone monitoring system
- NIA & SAPS involved in Immigration Branch Training – Fraudulent Documents, Interrogation skills.

Support Training

- Foreign Language Training
- Who am I online workshop.
- PILAR training – Procedure on ill health and temporary & permanent disability leave
- Whistle Blowing & Fraud prevention plan policy workshopped



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Training:

Skills gaps identified by means of drafting a provincial data base of all staff members outlining training received and training requirements

Internal Training

- **Basic computer training – Managers within Provincial Office**
- **Foreign Language Training**
- **Who am I online workshop.**
- **PILAR training – Procedure on ill health and temporary & permanent disability leave**
- **Whistle Blowing & Fraud prevention plan policy work shopped**

Management Training

- **Customer Management (UNISA)**
- **Project Management**
- **Managers attended a labour relations training**
- **Immigration & Border Control: US Officials**



Accommodations

Out of 72 Approved offices only 36 offices are functional

- 1 Provincial Office
- 4 Regional Offices
- 12 District Offices - 7 functional
- 4 Ports Of Entry - 4
- 2 Refugee Centers - 2
- 25 Service Points - 7
- 14 MPCC's - 2
- 10 Mobile Units - 6 expecting 4
- 9 Computerized Hospitals



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Cape Town

OFFICE	ACCOMMODATION	FURNITURE	IT EQUIPMENT	Security
RO Cape Town	<ul style="list-style-type: none"> -8 additional parking bays required -Current office space not conducive to service delivery -NIB house: Immigration Inspectorate & Permitting Office 	<ul style="list-style-type: none"> -Furniture not in good condition – budgetary constraints -Photocopy machines old and redundant -Budgetary constraints only RO Khayelitsha and RO George was catered for 	<ul style="list-style-type: none"> -1 Passport Capturing Machine installed -All old equipment replaced with new -Biometrics enabled 	1 x Guard deployed - additional security guards required – budgetary constraints
DO Bellville	Renovations in final stages (98% completed – snag list outstanding)	- Furniture in good condition	<ul style="list-style-type: none"> -2 Passport capturing machines installed -All old equipment replaced with new -Biometrics enabled 	2 Guards deployed
DO Wynberg	Office space inadequate. Delay in	<ul style="list-style-type: none"> -BI 488 for the procurement of additional chairs submitted -Corporate benches on tender 	<ul style="list-style-type: none"> -1 Passport Capturing Machine installed -All old equipment replaced with new -Biometrics enabled 	2 Guards deployed



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State of offices per Region: Cape Town continued

<p>Refugee Office</p>	<p>Office space not conducive to service delivery Registration of newcomers done on ground floor & adjudication done on 5th floor. To relocate to Sturrock Building once service point was activated at Nontsumpa Building</p>	<p>Corporate benches on tender</p>	<p>-System problems experienced with New Refugee System -System requirement in process of being revised</p>	<p>Refugee Office Cape Town - 6 Guards deployed Refugee Backlog Office 6 day and 2 night guards deployed</p>
<p>Ports of Entry</p>	<p>Cape Town Harbour office to relocate to identified space as identified by National Ports Authority</p>		<p>-CTIA installed 18 new computers (9 additional) -9 additional PC's installed at Harbour Office</p>	



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State of offices per Region George

OFFICE	ACCOMMODATION	FURNITURE	IT EQUIPMENT	Security
RO George	-Inadequate office space. - DPW requested to assist with the	- 1 x photocopier procured (2006/2007) -Furniture on tender	-1 Passport capturing machine installed -Biometrics enabled -Old equipment replaced	1 guard deployed
DO Oudtshoorn			-1 Passport capturing machine installed -Biometrics enabled -Old equipment replaced	0 Alarm system & Armed response services 2007/2008
DO Beaufort West	Lease agreement signed.	-Additional furniture required	-1 Passport capturing machine will be installed with second phase of roll out -Biometrics enabled -Old equipment replaced	0 Alarm & armed response
MPCC Plettenberg Bay	DPW in finalizing lease agreements Office functional on	- BI 488 for the procurement of furniture out on tender	-Data cables installed	
	until agreement was signed			



State of offices per Region: Khayelitsha

REGION	ACCOMMODATION	FURNITURE	IT EQUIPMENT	Security
RO Khayelitsha	-Office space inadequate	-Additional furniture required -BI 488 for furniture out on tender	-Biometrics enabled -1 Passport capturing machine installed -Old equipment replaced	2 Day and 2 night guards deployed.
DO Mitchells Plain	-additional office space negotiated with owners. -DPW awaiting needs assessment and confirmation of funds to sign lease agreement	-Additional furniture required -BI 488 for furniture out on tender	-1 Passport capturing machine installed -Biometrics enabled -Old equipment replaced	1 day and 1 night guard deployed
DO Caledon	-Office space inadequate -DPW requested to assist with the identification of alternative accommodation	-Additional furniture required - 2007/ 2008	-1 Passport capturing machine installed -Biometrics enabled -Old equipment replaced	No guards deployed at Caledon Office Armed response services 1 guard deployed at SP Graaff-Reynolds
DO Nyanga	-Alternative accommodation identified at Nontsumpa Building. -DPW in negotiation with City of Cape Town	-BI 488 for procurement of furniture out on tender	-1 Passport capturing machine installed -Biometrics enabled -Old equipment replaced	6 day and 2 night guards



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State of offices per Region Paarl

OFFICE	ACCOMMODATION	FURNITURE	IT EQUIPMENT	Security
RO Paarl	- Office space inadequate	-Additional furniture required 2007/2008	- 1 Passport capturing machine installed -Biometrics enabled -Old equipment replaced	0 Armed response services paid by owner
DO Malmesbury	-Office space inadequate	-Additional furniture required 2007/2008	-1 Passport capturing machine installed -Biometrics enabled -Old equipment replaced -Passport capturing machine to be installed at SP Vredendal with second phase of roll out	0 Armed response services paid by owner
DO Worcester	-Office space inadequate	-Additional furniture required 2007/2008	-passport capturing equipment to be installed with second phase roll out -Biometrics enabled -Old equipment replaced	0 Armed response services paid by owner



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- **1 Provincial Office**
- **9 hospitals functioning online (2 Private Hospitals connected)**
- **Improvement on IT connectivity and equipments**
- **Plettenberg Bay MPCC connected**
- **12 Passport Machines capturing machines**
- **Biometrics installed and activated**



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Future Plans

- Second phase of capturing machine roll out
- Capturing Stations
- Biometric installed and activated
- Replacement of old network equipment
- Additional Capacity
- Restructuring of Civic Service structure
- Second generation of MPCC's



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Budget

Preliminary Budget Allocation 2006/07 & Expenditure February 07 ECONOMIC CLASSIFICATION

ECONOMIC CLASSIFICATION	VOTED	EXPENDITURE AS AT 30 NOVEMBER 2006	PERCENTAGE OF BUDGET SPEND AS AT 31 JANUARY 2007.
Compensation of Employees	51, 577 000	40 900 191	80,41%
Goods and Services	7, 887 000	11 579 931	146,14%
Transfers and Subsidies	163, 000	191 923	117%
Payment for capital assets	1, 151,000	169 681	14%
TOTAL	60, 778, 00	48 116 000	86.9%

* Current expenditure rate = 86,9 % within reasonable limit of between 89-92%



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