

Employment Equity Committee

1 Day Course

Module 1: Overview of the Employment Equity Act

- Understanding the Employment Equity Act
- Definitions, purpose, interpretation and application of the Employment Equity Act

Module 2: Understanding discrimination

- The prohibition of unfair discrimination
- Differentiation / discrimination
- Unfair / fair discrimination
- Direct and indirect discrimination
- Discrimination "based on" one or more prohibited grounds
- Grounds of discrimination
- Jurisdiction of the CCMA
- Employment applicants, job analysis and inherent requirements of the job
- Discrimination in employment policies and practices
- Medical testing
- Psychometric testing

Module 3: Employment Equity and Affirmative Action

- Understanding affirmative action
- The equality test: section 9(2) of the Constitution
- The duties of designated employers and voluntary compliance
- The requirements of disclosure of information
- Employment Equity Plans: duty to inform and the requirements for keeping records

Module 4: The Employment Equity Committee: roles and functions

- Consultation
- Qualitative analysis: identification of EE Barriers
- Quantitative analysis: snapshot of the workforce profile
- Benchmarking best practices
- Monitoring
- Frequency and content of committee meetings

Module 5: The Employment Equity Amendment

Module 6: Analysis (determination of underrepresentation)

Purpose of the course:

Learners found competent in this unit standard will be able to explain the basic principles of the Employment Equity Act and the consequences of non-compliance.

Upon completion of the course delegates will be able to:

- see employment equity as a positive development for an organisation
- recognise that employment equity can favourably influence the business strategy
- discuss the EEA in terms of the history of the country

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The course will be useful for:

- Employment equity managers, HR managers / practitioners, union officials / representatives.
- Members of employment equity committees, workplace forums and any person involved in the compilation of employment equity plans for the business.

For further information contact:

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