



## GAUTENG PROVINCE

TREASURY  
REPUBLIC OF SOUTH AFRICA

## HRD TRAINING SPECIFICATION FORM

**Note:** This document serves as a guide; it clearly describes the desired outcomes or deliverables of the service to be procured.

**BUSINESS UNIT:** Financial Governance

**SUB-UNIT:** Compliance

Part A   TRAINING INFORMATION	
<b>Training Programme:</b>	Control identification and risk assessment Training
<b>Description of the Training:</b>	Training
<b>Course Accreditation: YES   NO</b> (If YES, Service Provider should attach Proof of Accreditation)	No, provides CPD for Cprac
<b>Date(s) of the Training:</b>	TBC
<b>Duration of Course:</b> (No. of days)	3 days
<b>Number of Attendees:</b> (Attach name list)	5
<b>Is the Course Aligned to the Current Training Plan: YES   NO</b> (If NO, attach approved memo)	Yes
Part B   TRAINING CONTENT AND EXPECTATIONS	
Course Objectives	Expected Outcome
<p>The objective of the course:</p> <ul style="list-style-type: none"><li>-To define the term 'compliance control' in their own words, and understand how compliance controls feature in varying degrees across all the phases in the Compliance Risk Management Process (i.e. profile, Compliance Risk Management Plan (CRMP), monitoring, reporting phases);</li><li>-To provide an overview of the key attributes of a control (type, category, degree of automation, frequency) that should be included in the organisation's Standard Operating Procedures (SOPs) and CRMP;</li><li>-To use their understanding of control categories, types and levels of automation to provide value-adding advice to business on control enhancements and/or shifts in the control environment to ensure cost effectiveness and efficiency;</li><li>-To formulate robust compliance controls that will enhance the quality of CRMP's and ease the monitoring process;</li><li>-To use their knowledge of control attributes in compiling a CRMP;</li><li>-To conduct the assessment of the Adequacy of a control and combination of controls to mitigate the risk</li></ul>	<p>At the end of the course, you will be able to:</p> <p>Assist the departments and entities in updating their compliance risks management plans, understanding their control environment and improving on compliance monitoring phase.</p>
<b>Delivery Method:</b> (Face2Face or Online)	Online
<b>Is the training programme done by a sole service provider? YES   NO</b> (If YES, attach a confirmation letter of sole provider)	No

**HRD Contact Details:**

**Mr. M. Xulu** –Mxolisi.Xulu@gauteng.gov.za | **Ms. S. Gama** –Siphesihle.Gama@gauteng.gov.za | **Ms. S. Ndudane** – Spokazi.Ndudane@gauteng.gov.za



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**Part C | ADDITIONAL INFORMATION**

No	Item Description	Yes/No	No. of People
1.	<b>Catering:</b> (attach the full specification for catering including dietary requirements)	No	
2	<b>Venues and Facilities:</b>	No	
3.	<b>Other (Specify):</b>		

**General Comments**

Service provider to attach proof of accreditation.

**Part D | SIGNATORIES**

**SIGNED BY SUPERVISOR /OR LINE MANAGER:**

Compiled by:	Supported / Not Supported / Supported with Amendments
     <b>Mr / Ms.</b> Stella Mahuza <b>Designation:</b> Deputy director <b>Date:</b> 25 July 2025	     <b>Mr / Ms.</b> Tshamano Netshivhazwaulu <b>Designation:</b> Director <b>Date:</b> 25 July 2025  <b><u>Comments:</u></b>

**SIGNED BY THE DIRECTOR OF HRD:**

Approved/ Not Approved/ Approved with Amendments
     <b>Mr / Ms.</b> <b>Designation:</b> <b>Date:</b>  <b>Comments:</b> _____

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