

Annexure A

TRAINING INTERVENTION	TOTAL EMPLOYEES	MODE OF DELIVERY	SPECIFICATION / ACCREDITATION	Separate Quote provided (YES/NO)
Foreign Language – Spanish	1	Online	Accredited short course aimed at developing conversational and business communication skills in Spanish. Accredited	
The Governance of Drafting Resolution	1	Online	Training focused on drafting, reviewing, and adopting resolutions in line with governance best practices. No Accreditation	
Copy Editing and Proofreading	1	Online	Programme to enhance accuracy, clarity, and quality in written business documents and reports. No Accreditation	
Reputation Management, Branding & Digital Marketing	1	Online	Training on managing organisational reputation, corporate branding, and digital communication strategies. No Accreditation	
Business Management	1	Online	Course covering key principles of planning, organising, leading, and controlling in a business environment. No Accreditation	
Motion Graphics	1	Online	Practical course in creating animated graphics for professional presentations, media, and marketing. No Accreditation	
3D Animation	1	Online	Technical training in 3D design, animation principles, and rendering for digital projects. No Accreditation	
Introduction to Maya	1	Online	Training on Autodesk Maya software for beginners in 3D modelling, texturing, and animation. No Accreditation	
PRECCA Training	1	Online	Programme on the Prevention and Combating of Corrupt Activities Act, focusing on compliance and ethics. No Accreditation	
Certified Director (SA)	1	Online	Professional director certification programme to strengthen governance and leadership competence. Accredited	

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Policy Writing	1	Online	Skills development in drafting, structuring, and reviewing policies for organisational compliance. No Accreditation	
Financial/Revenue Management or Analyst Programmes	1	Online	Training in financial planning, revenue forecasting, and analytical decision-making. No Accreditation	
Credit Control	1	Online	Programme in effective debt management, collections, and financial control processes. No Accreditation	
Business Writing (emails, letters)	1	Online	Training to improve professional communication, including email etiquette and formal correspondence. No Accreditation	
Performance Monitoring and Evaluation	1	Online	Course on developing KPIs, measuring performance, and evaluating organisational programmes. No Accreditation	
Policy Development	1	Online	Programme on designing, formulating, and reviewing policies for organisational effectiveness. No Accreditation	
ISO22301 Lead Implementor Certification	1	Online	Certification in implementing and managing business continuity management systems (ISO22301). Accredited	
CBCI Examination and Certification	1	Online	Business Continuity Institute certification programme focusing on resilience and continuity planning. Accredited	
SARS PAYE Training	1	Online	Training on PAYE legislation, compliance, and SARS filing processes. No Accreditation	
HR Legislation Training	1	Online	Programme covering key HR-related labour laws and compliance in South Africa. No Accreditation	
Financial Modelling	1	Online	Practical course on building financial models for forecasting, planning, and analysis. No Accreditation	
Generally Accepted Compliance Practice Framework 2024	1	Online	Training aligned to GACP 2024, focusing on compliance, risk, and governance standards. No Accreditation	
King Code IV	1	Online	Governance training aligned to King IV principles of ethical and effective leadership. No Accreditation	

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Public Sector Compliance Training	1	Online	Programme on compliance requirements, risk management, and accountability in the public sector. No Accreditation	
Executive Assistant Programmes (Cape Peninsula, etc.)	1	Online	Professional development course to enhance executive support, office management, and protocol. No Accreditation	
SARS Efiling for Individuals	1	Online	Practical training on SARS eFiling platform for personal and corporate tax submissions. No Accreditation	

