



## NKANGALA DISTRICT MUNICIPALITY



### SCOPE OF WORK

#### APPOINTMENT OF A CONSULTANT TO IMPLEMENT POINTSMEN PROGRAMME IN NKANGALA DISTRICT MUNICIPALITY FOR 30 LEARNERS IN THE 2023/24 – 2025/26 FINANCIAL YEARS

##### PURPOSE

Nkangala District Municipality intends to appoint a professional Service Provider to implement Pointsman programme in Nkangala District Municipality for 30 learners in the 2023/24 – 2025/26 financial years.

##### DETAILED SPECIFICATION

The service provider is expected to implement the Pointsman programme for 30 learners in Nkangala District Municipality in the 2023/24 – 2025/26 financial years. The learners will be recruited from the six local municipalities that fall within Nkangala District Municipality namely; Dr JS Moroka Local Municipality, Thembisile Hani Local Municipality, Victor Khanye Local Municipality, Emalahleni Local Municipality, Steve Tshwete Local Municipality and Emakhazeni Local Municipality.

Local Municipality	Proposed number of learner
Dr JS Moroka LM	4
Thembisile Hani LM	4
Victor Khanye LM	2
Emalahleni LM	9
Steve Tshwete LM	9
Emakhazeni LM	2

##### PROJECT SCOPE

- Implement Pointsman programme in Nkangala District Municipality
- Facilitate the recruitment of 30 learners in all six local municipalities within Nkangala District
- Train learners for the Peace Officer NQF Level 4 with an accredited institution.
- Be responsible for all logistics relating to the programme for the period of 24 months
- Train learners and assist them to acquire learners and drivers licence code 8.



## PROJECT MILESTONES

- Project implementation plan
- Budget implementation
- Monitoring, evaluation and reporting plan
- Close-out report

## PROJECT DELIVERABLES

- Shortlisting and appointment of learners
- Induction of learners
- Workplace site visits
- Conflict resolution
- Quarterly progress reports to Nkangala District Municipality
- Mentoring and coaching
- Administration of attendance registers
- Administer Monthly payments to learners
- POE development and evidence collection
- Coordination of the learners across the district
- Daily transportation of learners to points duties
- Rental of training venue and catering (breakfast and lunch)
- Secure accommodation for during training
- Facilitates assessment with the local traffic department
- Transporting of learners for training, practical's etc.
- Train learners and assist them to acquire learners and drivers licence code 8.
- Provide PPE.
- Project exit and closure