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Department:
Community Safety and Transport Management
North West Provincial Government
REPUBLIC OF SOUTH AFRICA

Tshireletso

Internal Newsletter



OCT - DEC 2024

COSATMA SCOOPS NEWSREC TROPHIES



SEE PAGE 14

ADMINISTRATIVE PROFESSIONAL'S CELEBRATION OF CLASS OF 2024 DAY





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EDITORIAL COMMENT



Director Communication Services

Oshebeng Koonyaditse

Welcome to the third quarter edition of our internal newsletter for the 2024/2025 financial year. I hope you managed to rest, spend some quality time with family and friends during the festive season. We are at the dawn of the New Year, a time to look forward and embrace new possibilities to enhance the performance of the department.

As we begin to slowly settle in the year 2025 let us begin it with these words, "What lies in the distance behind us and what lies in horizon before us are as tiny like specs of sands compared to what lies deep within us". Therefore, we must start on a clean slate, with a renewed mind-set to conquer obstacles and build a foundation of success for the upcoming year. President Cyril Ramaphosa and

all partners in the Government of National Unity (GNU), have set the tone during the State Of The Nation Address, the State of the Province will soon follow with marching orders.

We should be cognisant of the fact that our society is relying on us as committed civil servants, to put shoulder to the wheel for accelerated service delivery, restore hope, dignity and bring positive change in their livelihoods.

This edition of our newsletter will take you through some of our achievements within the quarter. In this instalment, you will read about the Chief Director for Corporate Services, Dr Ntlhopeng Dikobe's interim move to the North West Transport

Investment (NTI) . Our departmental sports participants putting their best forward (as always) at the 2024 NEWSRC Tournament, bringing home trophies for five different sporting codes. You will also get a glimpse of how we celebrated Secretaries Day, to show appreciation for the dedication and excellence behind their work. We say hats off to our officials for attaining their Road Safety Diplomas; this is a true demonstration of excellence.

The Departmental Management Committee also embarked on a strategic planning session to map a way forward for the optimisation of the department's performance.

Enjoy the read...

Batho Pele

Putting People First



We Belong



We Care



We Serve

DEPARTMENT APPOINTS AN INTERIM CEO AT NTI



entity such as payment of salaries and ensure undisturbed provision of service to commuters”, said Dr Kekana.

Dr Ntlhopeng Dikobe served as the Chief Director for Corporate Services in the Department of Community Safety and Transport Management; he has extensive experience in the public service and previously worked at the Office of the Premier and Department of Health. He is an astute researcher and his expertise includes in planning and policy development.

Dr Dikobe holds a PhD in the area of Mining, Multinational Corporations and Governance, a Masters Qualification in Foreign Direct Investment and Conflict, an Honours Degree in Community Development Studies as well as a Bachelor's Degree in Administration, majoring in Public Administration and Political Studies. “The task ahead would not be easy but if we all pull together, we should surmount whatever challenges lie ahead. My task is to ensure that we are all accountable and the first step is to restore corporate culture of doing things right,” said Dr Ntlhopeng Dikobe.

In order to optimise service delivery and ensure stability at the North West Transport Investment (NTI) the Department of Community Safety and Transport Management has appointed Dr Ntlhopeng Dikobe as the interim Group CEO. The appointment will enable the department to oversee the affairs of the entity, while in the process of establishing a permanent solution.

In the ruling, the court agreed with the department that the Business Rescue Practitioner (BRP) had failed to perform his duties within the confines of the law. This exacerbated the situation at the entity leading to great loss, impeding the entity's potential and ability to be competitive.

The Head of Department, Dr Hans Kekana reiterated that Dr Dikobe's appointment will bring much needed stability at the entity. “We have

already met with the NTI management as well as the employees on the ground during our roadshow to all depots. The introduction of Dr Dikobe to the company has been well received and we are satisfied that his appointment will close all gaps and that operations will go smoothly from henceforth.

“In order to bring some normalcy to the entity, Dr Dikobe has already hit the ground running and has made some progress to ensure that we deal with the immediate challenges at the



CLASS OF 2024 ROAD SAFETY GRADUATION CEREMONY



Road Traffic Management Corporation (RTMC) held a graduation ceremony to honour outstanding Road Safety practitioners who have completed their Road Safety Traffic Diploma and confirmed to be Occupational Certificate Road Safety at the Boekenhoutkloof Traffic College in Pretoria.

Amongst the 56 Road Safety Practitioners who have completed the NQF Level 6 Road Safety Officer Qualification, aimed at addressing road safety challenges and educating road users graduates, there were five (5) departmental employees from Road Safety Management Directorate which is led by Ms Motshabi Tshukudu and they were; Mr Matome Letshufi, Mr Lentikile Mabe, Ms Baleki

Ntwayagae, Ms Bontle Tshetlhane and Mr Moeketsi Shashape. The ceremony recognized the dedication, commitment and hard work of all the road safety practitioners who strive to make sure that the South African roads are safer at all times. Their achievement will be pioneering to transform and grow the road safety fraternity.

This achievement is a significant step towards addressing road safety challenges and empowering them to advocate and educate road users effectively. Congratulations to these dedicated professionals for their commitment to creating safer roads for everyone.



“EQUAL RIGHTS, EQUAL CARE...”



World AIDS Day is observed annually on the 1st of December since 1988, serves as a reminder of the ongoing fight against HIV/AIDS and the need for global solidarity.

The departmental Integrated Employee Health and Wellness Directorate (IEHW) in collaboration with Department of Health (Naledi Sub-district), Dynamo Rehab Services and Government Employees Medical Scheme (GEMS) commemorated the day to raise awareness on the importance of Anti-retroviral Therapy and the benefits of early linkage to treatment, including the Undetectable = Untransmittable (U=U) Campaign, which was held at Dr Ruth Segomotsi Mompoti District in Vryburg.

In preparation for the commemoration, this event comes after the departmental HIV and

AIDS Prevention Strategies and Awareness Outreach which was held at Dr. Kenneth Kaunda District. The build-up was aimed to raise awareness about HIV, TB, and sexual activities, with a focus on promoting regular testing, taking of Pre-Exposure Prophylaxis (PrEP), and Post-Exposure Prophylaxis (PEP).

Sister Palesa Nthwa from the Department of Health presented the difference between Pre-Exposure

Prophylaxis PrEP and Pep and how they are administered. “Pre-Exposure Prophylaxis (PrEP) is a medication taken regularly by people who are at high risk of contracting HIV to prevent infection before potential exposure, while Post-Exposure Prophylaxis (PEP) is a course of medication taken immediately after a possible exposure to HIV to significantly reduce the chance of infection, but must be started within 72 hours of exposure”, explained Nthwa.





IEHW manager Ms Innocentia Selomane on her purpose of the day, emphasised that the department recognizes World Aids Day with the theme of "Equal Rights, Equal Care". "The importance of protecting human rights in the fight against HIV and AIDS and this year's theme highlights the need to address the inequalities and injustices that fuel the HIV epidemic," said Ms Selomane

GEMS representative gave a

comprehensive presentation on the benefits that GEMS members are entitled to on each specific benefit option and other important information relating to exclusions, co-payments, etc. He further informed the employees that rules are amended from time to time to meet member's changing needs. GEMS rules are registered with the Council for Medical Schemes and the Scheme, members, employees and any person who claims any benefit under the rules are bound

by them.

Chief Provincial Inspector (CPI) Kereng Mmutle closed and thanked IEHW unit and everyone who managed to attend the commemoration which was planned in a short space of time. "Dr RSM is the first district to host this type of an event and for that we made a mark in the department. Your presence played a vital role in making sure this initiative becomes a success," said CPI Mmutle.



SPIRITUAL REVIVAL AND EMPOWERMENT



Workplace spirituality should be considered to increase employees' experience of work-related well-being, expressed as a sense of happiness and contentment.

There are some concepts of spiritual revival at the workplace such as collaboration, compassion and creativity. Those are the factors that, if cultivated, transform our relationship with work in the long run.

The Department of Community Safety and Transport Management officials gathered at Tirelo Building to close the year with a prayer which was organised by Integrated Employee Health and Wellness (IEHW) unit. In today's hectic working environment and fast-paced world, it's easy to feel disconnected, the demands of

daily work can leave people feeling drained, stressed, and uncertain about their purpose.

The aim is to foster a supportive and productive work environment by promoting collaboration, well-being, and a positive atmosphere, leading to a better job fulfilment, understanding and kindness among team members.

Chaplain Cynthia Reetseng ushered in the service with her moving words of wisdom and uplifting testimonies. She further said "Give thanks to God in all situations, He carried us from January to the end of the year, He will never leave us nor forsake us. (Hebrews 13:5). This verse is a powerful promise of God's constant presence and care for His people. God has

plans for us, plans to prosper us and not to harm us. Therefore, it is important to give him thanks daily".

Departmental officials stood in unison whilst singing joyfully, creating an atmosphere of praise and worship. Employees were given an opportunity to share their testimonies and experiences as a way to encourage one another.



FINANCIAL MANAGEMENT POLICY WORKSHOPS



The aim of the workshops across all the districts was to educate employees on the mechanisms through which public resources are collected, allocated, spent and accounted for. Office of the Chief Financial officer deemed it very crucial to workshop employees about the new reviewed policy of Payroll, Debt and Petty Cash Management.

The series of workshops kick started in October 2024, Mr Malose Manganye gave a presentation about payroll processes, including how to calculate deductions and contributions, and how to generate payroll reports and he explained that, "The policy review aims to enhance compliance, efficiency, and employee understanding when it comes to payroll management in the department." It is the responsibility of the payroll administrators to obtain the

necessary information to comply with South Africa's payroll statutory requirements.

"A payroll policy is important because it ensures that payroll is processed accurately and on time, and that the department complies with labour laws. It also helps to build trust between employees and the employer." said Manganye. He further informed officials that the department has implemented the Electronic Document Delivery of salary advices (EDD) since April 2024.

Ms Motshwari Lecogo who is responsible for Petty Cash Management in the department presented on how to manage a petty cash fund, she clarified that petty cash funds are used to cover small expenses like office supplies, postage, and other urgent or emergencies beyond employees' control. She explained that the purpose is also to provide a

platform for employees to seek clarification on petty cash policy related issues and address concerns specifically tailored to their needs in relation to their work.

"There is a fixed amount reserved and is replenished after money is spent, and the replenishment will come from another account," said Lecogo. She concluded that it is a must that, receipts should be provided for every purchase by the end user. These will provide detailed cash register receipts, which itemize the item or service purchased, the date, and the amount. Petty cash vouchers are required to further document the transaction by providing additional information, like the purpose of the expense, the account, and the individual who is responsible for making the purchase.

"A debt management policy is a framework for managing debts and recovering outstanding payments. It can also refer to the process of an



individual or organization addressing high debt”, explained Mr Katlego Keaikitse from Debt Management in the department. He indicated that, the existence of debt management policy help reduces financial risk, ensure consistent processes for managing and recovering debts and helps economies with stand financial shocks.

Ms Galefele Mooketsi, Deputy

Director for payroll, deduction and taxation wrapped- up the workshop saying, “The objective of these policy workshops is to educate employees and provide guidance to ensure compliance with the policy and regulatory requirements and also to reduce and minimise financial risks when they retire”. Employees were encouraged again to actively participate and engage with all

the departmental policies to ensure seamless participation in their implementation. This will help in promoting a culture of transparency and fostering accountability.



ADMINISTRATIVE PROFESSIONAL'S DAY



National Administrative Professionals' Day, also known as Secretaries Day, recognizes the professionals who keep an office running smoothly every day. Celebrating these professionals on Wednesday of the last full week in April of each year, it's the history that dates back as far as 1951. The day recognizes the work of secretaries, administrative assistants, receptionists and other administrative support professionals. Central to any organisation, these professionals keep an office organized and efficient.

The Department of Community Safety and Transport Management celebrated the day by acknowledging the importance that secretaries play in the department, and it has forged

valuable bonds and professional status with them. The three-day celebration started with a conference held in Sun City at Rustenburg to remind them the pivotal role that they play in the workforce in promoting professionalism, values and not forgetting the importance that the job entails.

Chief Director for Corporate Services, Dr Nthlopeng Dikobe ascended the podium by welcoming and outlined the purpose of the conference "We thank you for your hard work and dedication. You are the engine and anchor of the department and without you we won't be able to shine," said Dr Dikobe. He continued saying that their tireless efforts, positive attitude, and attention to detail are the backbone of the management at

large.

Mr Thabang Moloi from Mokwai Business Solutions presented the Administrative Excellence workshop in which the attendees were taught about the "Mastering of Management Support". He explained that, "Mastering management support refers to developing a high level of expertise in providing administrative and operational assistance to managers, ensuring their smooth functioning by effectively managing tasks like scheduling, reporting, communication, project coordination, and resource allocation, ultimately contributing to the overall success of the team or organization"

Mokwai Business Solutions and Gender Focal Point and Diversity Management Unit were in



partnership to make sure that the day was successful and pleasant. Gender Focal Point and Diversity Management manager, Ms Gloria Tshepe in her words of encouragement said, the person who answers the telephone, notes down messages, and manages the diary of the executive manager is the strength behind his or her executive manager. "Secretaries ensures that the office work runs smoothly and where there are challenges, they have to come up with a way of unblocking them. They are supposed to help clients with a smile at all times for their selfless and dedicated efforts." said Ms. Tshepe.



DEPARTMENTAL STRATEGIC PLANNING SESSION



Strategic planning is necessary to determine the direction of an organisation, it focuses on the efforts and ensures that employees are working towards a common goal. It also helps the organisation to properly manage and reduce risks and to align resources for optimal results.

The Departmental Community Safety and Transport Management commenced with a two-day Strategic Planning Lekgotlha for 2025- 2030 in Mahikeng.

The Lekgotla proceedings were led by Chief Director for Corporate Services, Dr. Nthlopeng Dikobe, "The session is used as a guiding tool to review departmental performance, challenges and determine how best to achieve the shared objectives in terms of providing better services to the people of North West Province. It

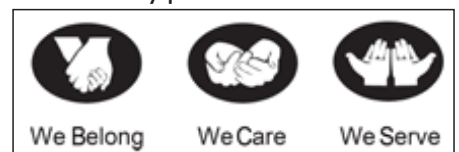
also aims to assess the current position, set long-term goals, create a success roadmap, and bring diverse perspectives together", said Dr Dikobe.

Head of the Department, Dr Hans Kekana "Public service comes not only with pressure but also with an opportunity to change lives of the citizens and it requires employees to be dedicated and passionate by putting the interest of the public way above our individual aspirations".

The lekgotla managed to identify key priorities, set clear goals, and develop a roadmap for improving safety and accessibility within a community by analyzing existing transportation systems, crime patterns. Towards the end, strategies were identified by the collective to further provide better and improved services to meet the community needs, and tried to

allocate minimum resources to achieve desired outcomes effectively with the goals and objectives which are aligned towards the 7th Administration of the Government of National Unity (GNU) priorities.

The lekgotla resolutions were adopted in collaboration with external stakeholders involved. The process also determined the best course of action to enhance safety and mobility for residents. South African Police Service (SAPS), Road Traffic Management Corporation (RTMC), Statistics South Africa, Ngaka Modiri Molema District Town Planning Unit, Departments of Transport and Education participated fully during the two-day productive exercise.



NATIONAL EMPLOYEE WELLNESS SPORTS AND RECREATION TOURNAMENT 2024



Wellness, physical fitness and fun was the order of the 2024 National Employee Wellness Sport and Recreation annual tournament. The event was hosted by the Provincial Department of Transport in Gauteng November 2024, at the Thaba Tshwane Military Base. It attracted colleagues from other Provincial Government Departments.

The exciting competitive Community Safety and Transport Management team represented the department with excellence in a friendly sporting atmosphere. Integrated Employee Health and Wellness sub-directorate presented the 2024 National Employee Wellness Sports and Recreation tournament trophies

to Head of department Dr. Hans Kekana. The trophies were presented by Ms. Innocentia Selomane Integrated Employee Health and Wellness (IEHW) manager, present in the meeting was Acting Chief Director for Corporate Services, Mr Mike Keetile, Director Transport Administration and Licensing Mr Seubel Mmono and Director Human Resource Ms Thobeka Leteane. "As you have bid farewell to us before heading to the tournament, you requested us to not dent the image of our department and host the flag high in our performance as team COSATMA and indeed we did that. I am delighted to present the participants' remarkable achievements with trophies that are before you they include Volleyball, Tennis ladies Soccer,

Open Soccer, Veteran Soccer Open Netball and Golf," said Ms. Selomane.

Mr Seubel Mmono Director Transport Administration and Licensing acknowledged and appreciated the moral support of the HoD and he reiterated that it is the reason why our participants performed quite well at the tournament. "We trust and believe that the same unwavering support from the HoD will still be given next year (2025) because North West Province will be hosting the tournament and we're looking forward to double effort in order to increase the number of trophies," said Mr. Mmono.

Head of Department Dr Hans Kekana pleasantly accepted the results and further encouraged and agreed that more trophies



must be scooped in 2025 NEWSRC Tournament. "As I said earlier before heading to the tournament 'Work without play makes James a dull boy'".

Mmerekoga o fele, go fela motho. We are so obsessed with work that

we sometimes even forget who we are. I'm very delighted with these prizes, thank you Ms. Selomane and the team. Commitment and determination always produce good results in a team and lastly, your health is your wealth," said

Dr Kekana. Indeed, their achievement shows an exceptional talent, dedication, and sportsmanship. All sporting codes have shown extraordinary skill and perseverance during the tournament.



**Below are the final results from the NEWSRC**

SPORTING CODE	ACHIEVEMENTS
Golf	<p>Individual Performance: Position 1: Mr JJ Nortman Position 2: Mr TE Joubert</p> <p>Team Performance: Position 1: Mr Joubert T.E Mr Esterhuizen W.J Mr Selekolo D.L Mr Nortman J.J Mr Barnard J.G</p>
Tennis	<p>Mixed Doubles: Position 1: Mr Paul TM & Ms Maitshotlo K</p> <p>Male Straight doubles Position 1: Mr Tsikwe MA & Mr Jacobs L</p> <p>Female Straight doubles Position 3: Ms Jood LB & Ms Monato B</p> <p>Male Singles: Position 1: Mr Tsikwe MA</p> <p>Female Singles Position 1: Ms. Maitshotlho K Position 3: Ms. Jood LB</p>
Ladies Soccer	Position 3
Open Soccer	Position 4
Veteran Netball	Position 4
Veteran Soccer	Position 4
Open Netball	Position 5
Volleyball	Position 1 (3 year defending champions)



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Pictorial





Pictorial





DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT

VISION

Safe communities and effective transport service

MISSION

We are committed to promote community and road safety, exercise civilian oversight of police and coordinate transport services through an integrated approach

VALUES

Each employee is committed to an I-C-IMPACT culture that explains our behaviour as follows:

*Integrity
Commitment
Innovative
Motivated
Passionate
Accountability
Client focused
Team work*

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