



## KWAZULU-NATAL PROVINCE

EDUCATION  
REPUBLIC OF SOUTH AFRICA

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**TO:** DEPUTY DIRECTORS-GENERAL  
CHIEF DIRECTORS  
DIRECTORS AT HEAD OFFICE  
DISTRICT DIRECTORS  
HEADS OF SECTION/COMPONENTS OF HEAD OFFICE AND DISTRICT OFFICES  
CIRCUIT MANAGERS  
PRINCIPALS OF SCHOOLS  
CHAIRPERSONS OF SCHOOL GOVERNING BODIES

### HRM CIRCULAR NO. 15 OF 2022

#### **TERMINATION OF PHASE II OF THE PRESIDENTIAL YOUTH EMPLOYMENT INITIATIVE (PYEI) IN THE BASIC EDUCATION SECTOR AND TRANSITIONING OF YOUTH MEETING REQUIREMENTS TO PHASE III**

1. Phase II of the PYEI-BEEI has been implemented for the period of 1 November 2021 to 31 March 2022. The current cohort of Assistants is on a five-months fixed-term contract which will expire on 31 March 2022. The details of the youth appointed in Phase II must be captured on the Data Management System (DMS) by **25 March 2022**.
2. Since all schools are now operating with full capacity, consideration should be made on the capacity in schools to align with COVID-19 protocols.
3. To ensure continuity, maintain stability and sustained impact in schools, the youth appointed in schools as at 28 February 2022 and who meet the following requirements may be offered new contracts for reappointment/transition in Phase III:
  - (i) aged 18 – 35 years (18 or above when applying, or 34 years turning 35 on or before end of March 2023);
  - (ii) South African Youth with a valid RSA ID book;
  - (iii) residing at the location of the school (5-8 km radius);
  - (iv) only one with this opportunity at home;
  - (v) Good performance in Phase II;
  - (vi) NOT in Education, NOT in Employment, and NOT in Training (NEET) – not involved in any form of studies for the entire period;
  - (vii) NOT studying part-time or full-time;
  - (viii) NOT receiving government grants (e.g. NSFAS, Funza Lushaka, including R350 Social Relief of Distress grant);
  - (ix) NOT receiving any other form of STIPEND, WAGE or SALARY (including volunteer cleaner, screeners & school safety officers);
  - (x) DOES NOT have criminal record/s;
  - (xi) NOT unfairly advantaged above others due to staff members (SMT or SGB or District or PED staff) knowing them;



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- (xii) NOT participating in any Learnership; and
  - (xiii) NOT conducting business with the state.
3. The appointments for Phase III will be for 5 months commencing on 1 April 2022 to run until 31 August 2022. This will also give the youth an opportunity to use the skills they have acquired through the mentorship and training provided to them in Phase II.
  4. In order to prepare for Phase III, it is mandatory for all participating schools to complete and submit the details of all the youth who were in service on 28 February 2022 that meet the requirements as contained in Paragraph 2 and who wish to transition from Phase II into Phase III. A type-form is provided for this purpose and the link for the type form is <https://hrmb.typeform.com/to/baTDpPOu>. This type-form must be populated by the Principal/Admin of the school in respect of each Assistant that qualify to transition to Phase 3 and this must be done by **28 March 2022**.
  5. Assistants who are excluded from transition to Phase III must be advised that they will receive the exit package through Teacher Connect of eCubed Technologies (060 060 3333)
  6. It must be emphasised that **only** Assistants who were in service as at 28 February 2022 may be eligible to transition to Phase III. No new appointments or contracts are to be offered. Posts which become vacant through attrition or as a result of the assistant no longer meeting the requirements **shall not be filled**.
  7. Kindly ensure that the content of this Circular is brought to the attention of all employees.

MR G.N. NGCOBO  
HEAD OF DEPARTMENT: KZN EDUCATION

DATE: 23/3/22

## HOW TO COMPLETE THE TYPEFORM

3 → Please enter the school 9 digit EMIS number \*

123456789

“ You will now be entering the details of the employees. Please complete one employee at a time. Once you have completed an employee you will have the option to add another or end the form.

3 → Please ensure you enter the information correctly as per the data provided by the employee.

a. ID Number \*

95010112345678


b. Candidate Name \*

John

c. Candidate Surname \*

Smith

d. Candidate Contact number \*

 083 123 4567

e. Candidate email

john@gmail.com

f. Gender

Male

Option: MALE/FEMALE

1 → I understand that I am going to complete a form to submit details around my own personal information (Name, Surname, email and Designation). I also confirm that I have consent to share the personal information of the employees currently employed by the school I represent, in order to report their employment under the PYEI Phase 2. Both myself and the employees understand that this data will be used as a reporting and research mechanism of the program by the Department of Basic Education and their partners, including but not limited to the PYEI and Harambee.

PLEASE NOTE DEADLINE FOR SUBMISSION IS THURSDAY 24 MARCH 2022 AT 17H00 \*



I agree

I do not agree

**EACH PROVINCE HAS ITS OWN SHEET**

2 → YOUR name and surname \*

Andrew Klein

3 → YOUR E-mail Address \*

name@gmail.com

4 → The school name \*

ABC school

5 → Please select your school Quintile \*

Quintile 2

Drop down: Quintile 1-5

6 → Please enter your Designation \*

Principal

7 → Please select the district your school is based in \*

Cape Wineands

Drop down: Districts for the Province

g. Disability

Yes

Option: YES/NO

h. Race

Coloured

Dropdown options

i. Role

eCadres (ICT)

Dropdown options

j. Qualification

Matric or equivalent

Dropdown options

k. Indicate the training the employee completed

Choose as many as you like

- A. Generic Orientation
- B. SOP for COVID-19
- C. HSSP
- D. Digital Literacy
- E. Online Safety
- F. Curriculum
- G. Sport
- H. Arts
- I. Dance

Dropdown options

l. Start date of Current Contract

Day / Month / Year

01 / 11 / 2021

m. End date of Current Contract

n. Reason for end date prior to 31/03/2022

Dropdown options

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