

Final Project Report 11 December 2013

Project Name: Sustainable Fishing Communities – National Fishing Forum's Community Cluster
Project Phase: 1 Pilot
Project Sponsor: SAMSA CSI Corporate Affairs Budget
Project Team: Tradelane Project Management Betsy Ings; SAMSA- Nondumiso Mfenyana
Business Analyst: Centre for Fishing Southern Region; Selwyn Bailey Surveyor Fishing
Vessel Safety: Port Elizabeth and Ms Dineo Mke, Finance Officer: Southern Region

(Reporting into: Ms Ayanda Mngadi Executive Head: Centre for Corporate Affairs;
Captain N.T.Campbell Executive Head: Centre for Shipping Services)

Background of the project fishing community

South Africa has a coastline of over 3000km. With over 22 different fishery sectors within the South African industry, fishing is a key sector of the economy.

SAMSA held a Fishing Safety Indaba in Cape Town in 2006 hosted by the then Honourable Minister of Transport Mr J Radebe and the Chair of the SAMSA Board, Mr L Manala.

Following the SAMSA Fishing Safety Indaba the Joint Initiative for Priority Skills Acquisition Chairman's Initiative was suggested by industry to be spearheaded by Captain Campbell. It was suggested to cover the retention and transfer of skills in the Fishing Industry. SAMSA hosted two more Fishing Safety Indaba's with all maritime and fishing industry representatives with the industry's concerns on the critical skills shortage and retention of skills were noted as one of the foremost factors threatening the compliance and sustainability of the Fishing Industry.

A Pilot Project was suggested in 2006 to determine the existing skills base, the existing critical skills shortages, address skills shortages as per industry specific and to create and assist MCM, SAMSA and TETA with creation of a national database addressing various regulating authorities requirements and relevant objectives to assess and address the challenges. The findings of (TETA) The Maritime Chamber of the Transport Education and Training Authority's National Skills Fund Research published in September 2001 confirmed the challenges raised at the various SAMSA Fishing Safety Indabas: "Challenges Faced by Small-scale Operators and Fishing Communities in the Fishing Industry (fishers):

- Exploitation and Abuse
- The Lack of Organisation Among Fishers
- Lack of Business Development Skills Among Fishers
- Low Literacy and Numeracy levels
- Problems Associated with the New Applications Procedure for Quotas
- Lack of Basic Maritime Competencies
- Over-dependence on Exhaustible Marine Living Resources"

Initial research outcomes with regard to the employment demands and associated scarce skills and how this was addressed in the pilot project is addressed in the scope and in the impact assessment to date; we note the employability of the beneficiaries and their ability to undertake NQF aligned training due to their low level literacy levels reflected in the competency levels of training interventions undertaken.

The National Fishing Forum (NFF) was established at the National Fishing Indaba in November of 2011 with the aim of promoting an integrated approach to uplift and ensure development in the

Fishing Industry. This initiative was to integrate and co-ordinate government programmes at national and provincial levels and to avoid duplication in the industry.

The NFF's mission is to grow, develop and ensure competitiveness of the South African fishing industry.

The Community Support cluster is one of the focus areas in line with the NFF priority areas.

This Sustainable Fishing Community Project is a Pilot Project to facilitate and guide a National engagement under the management of The National Fishing Forum

Ms Ayanda Mngadi and Captain Nigel Campbell identified the need to invest in the Priority Skills required for the national maritime agenda and mobilised the Pilot Project's initiation.

Through the Pilot Project the foundation was laid to address critical skill shortages in the Eastern Cape Fishing Communities to facilitate the roll out of further phases to address retention and transfer of skills in the fishing and maritime industry through the National Fishing Forum under the guidance of SAMSA. The Pilot Project facilitated the alignment of the suggested projects to meet the Social Economic Development and Broad Based Black Economic Empowerment Codes of Good Practices requirements.

Criteria of selection of the community

The Pilot Project incorporated the Eastern Cape; Port Elizabeth, St Francis Bay/Humansdorp, and Hamburg/East London & Surrounding Areas, it allowed for a controlled environment to manage and monitor the roll out.

Initiating the pilot project in the Eastern Cape permitted us to review the effectiveness, identify and rectify any errors and/or omissions; confirm that errors have been addressed and roll out nationally with larger stakeholder and partnership engagement.

The Fishing Communities in the Eastern Cape represent various sectors in the fishing industry and is very rural. The economic challenges facing the fishing community represents the typical community along the coastline of South Africa.

The Eastern Cape carries the unenviable titles of being the second largest and poorest province in South Africa making all the local stakeholders willing participants in the Pilot Project.

Upon appointment of the Project Team the Terms of Reference were confirmed. The Project Team identified all the relevant stakeholders whilst confirming the documentation, template requirements with appropriate communication protocols by November 2012. The Project Team approved the project roll out plan and the customised project administration was signed off by February 2013.

Identifying the Potential Training Partners was done through the confirmation of their terms of reference. The Project Team held an Information Session which was held on the 15th of January for all Eastern Cape Stakeholders represented by industry employer organisations, sector representatives and training providers. The Scope of the Project was confirmed that by September 2013 a total of 1030 learning Interventions will be completed and assessed. Certification will be done against all competent qualifications.

The Training Providers who met the accreditation and regional requirements to present the training interventions are Brett Giddy & Luvo Qabo Entecom; Zukiswa Busakwe Siyaloba Training Academy;

Laetitia Oosthuizen and Greg Bartie – Virtual Academy South Africa, Joshua Projects Jeffrey's Bay, NMMM Markman Township Fire Fighting Unit; Med X Training and Wide Horizon Advanced Training.

AET L1-4 (as per their individual assessment, learners will be offered Literacy and Numeracy Levels: 180 learning interventions - 90 Learners)

First Aid level 1 (100 Learners)

Demonstrate an understanding of sexuality and sexually transmitted infections including HIV/AIDS (80 Learners)

Manage Personal Finance (100 Learners)

Basic Food Handling (100 Learners)

Prepare oneself for employment (80 Learners)

Plan to manage your time (80 Learners)

Nature of Business, stakeholders in business and business profitability (80 Learners)

Identify Personal values and ethics in the workplace (80 Learners)

Fire Fighting Basic (80 Learners)

Facilitators (30 Learners)

Assessors (10 Learners)

Moderators (10 Learners)

Skills Development Project Management (5 Learners)

General Education and Training Certificate: Business Practice (15 Learners) {with stipend of R 1 500 per month for 6 months}

The Project period was shortened as per consultation with the Training Providers from January until September 2013 and where possible interventions were all delivered by June 2013 with only portfolios of evidence, the internal and external moderation reports outstanding.

The Project Team drafted a Stakeholder Register which was compiled and updated monthly noting the stakeholders, their designation, role in the project, their expectations, the type of communication we must use and most importantly their influence on the project outcome.

In the Monthly reporting the Risk Register was updated noting the risks, the owner of the risk, the potential impact, the probability, status of response and completed or planned future actions to manage the perceived risks.

Kick-off of the Sustainable Fishing Communities Pilot Phase 1 in the Eastern Cape was held on the 6 February 2013 at Victoria and Alfred Guesthouse in Walmer Port Elizabeth. The Stakeholders included but was not limited to the Acting EO Maritime TETA – Malcolm Alexander; VASA – Greg Bartie; SASMIA & Balobi – William Gqeke; EOCAF – Nanda Nieuwoudt; Secretary Statutory Council – Andre Grobler; SAFTU – Vitalis Cele & Nelson Mizomo; UDF & CWU – Hamilton Mlunguzi & Welford Xongo ; Siyaloba Training Academy – Zukiswa Busakwe & Susan Cady ; Entecom – Luvo Qabo. The attendees represented all our stakeholders and social partners, e.g. unions, bargaining councils, communities, employer's organizations which facilitated buy in to the project.

Training Partners Agreements were prepared and entered into with the Training Partners on the Pilot Programme after the objectives were confirmed during the Kick-off Information Session with Stakeholders. Compliance with the Terms of Reference was confirmed with Training Partners and the respective contracts were signed off at the end of February.

The final Programme was agreed upon and the appointed Training Partners finalised the course selection according to the needs of the beneficiaries. Siyaloba Training Academy requested an addendum to

allow learners who complete the two Business Practice Skills Programmes to gain credits towards the General Education and Training Certificate in Business Practice

Unit Standards as per original contract	
US Code	Title
14666	Prepare oneself for employment
13176	Nature of business, the stakeholders in a business and business profitability
Addendum Request: Alternative Unit Standard Accepted	
10006	Demonstrate an understanding of entrepreneurship and develop entrepreneurial qualities
10007	Identify, analyse and select business opportunities

The Providers updated their course manuals with customised content to address the community focus. The Customised evaluation forms were completed by the participants and provided valuable feedback from the attendees. The Attendee Feedback will be collated and provided following the completion of all assessment and moderation. The GETC Business Practise trainee signed off on their contracts for the period of intervention and was duly uploaded on Services Seta Learner Database.

The Training Providers' contracts stipulated the reporting requirements and this was complied with monthly. Prior to Training a joint plan of action was agreed upon and circulated to all stakeholders to facilitate participation. The learners were afforded an opportunity to engage on more than one training intervention as per the project scope and the training calendar afforded them the opportunity.

Nomalungelo Ntenwane a representative of the Kouga DAFF Fishing Forum was appointed on the project as a community coordinator for the region.

Learners and beneficiaries were identified through planned marketing and information campaigns which started with the stakeholder meetings and appointment of the local community coordinator. Learner nominations followed from unions and industry representatives

The initial project plan to design promotional material and posters to be placed in high-traffic areas were not implemented due to the low numbers the project could accommodate and risking creation of expectations we are unable to meet through the Pilot Project. The training information was disseminated through broad distribution by e-mail with clear explanations on the scope and objective of the Pilot Project. The interventions assisted in creating awareness with potential participants and potential employers of the trainees.

The communication with stakeholders confirmed the strategic requirements for each intervention and through the completion of the learner database we gathered important baseline data on the beneficiaries. The training highlighted the key performance indicators and participants were assessed accordingly. All special requirements of learners were met where possible to allow their participation.

Status quo

Accredited Training Providers, NGO's and Community Centre's completed 1028 out of 1030 Training Interventions by the end of July 2013. Joshua Projects in Jeffrey's Bay were subcontracted to Siyaloba Training Academy to offer AET interventions and Siyaloba Training Academy paid for the learners to be collected from the neighbouring areas. Joshua Projects conducted 41 AET interventions and were able to employ two facilitators and affording them an opportunity to raise money to sustain their interventions to assist the homeless.

The majority (66%) of the interventions happened in the Kouga District, covering a large poverty stricken rural area. The majority of the Pilot Project beneficiaries were African females whilst highlighting the greatest scourge of the region the high unemployment rate of 97% of all participants.

The number of interventions with learner participation noted excludes the competency declaration of the participants. The final number of learners found competent will be released following the internal moderation and external assessments as per the guidance of the relevant accreditation body.

Training Interventions up to 31 July 2013	MALE	FEMALE	EMPLOYED	UNEMPLOYED	AB	AC	W	PE	SURROUNDS
AET	46	137	0	186	170	11	2	142	41
Assessor	7	5	2	10	9	0	3	7	5
GETC Business Practise	5	11	1	15	16	0	0	16	0
Facilitator	14	12	4	22	17	3	6	19	7
First Aid	33	59	0	92	92	0	0	52	40
First Aid at Sea	7	2	5	4	5	1	3	9	0
Fire Fighting	24	35	0	59	54	4	1	20	39
Basic Marine Fire Fighting	19	2	8	13	11	0	10	16	5
Moderator	6	3	4	5	4	2	3	7	2
SD Project	2	3	2	3	1	1	3	3	2
Basics For Food handlers	15	81	0	96	87	8	1	17	79
Personal Finance	8	12	0	20	18	2	0	20	0
Life and Business Skills	90	390	0	480	456	24		18	462
	276	752	26	1002	940	56	32	346	682

Our Logistics Milestones were met with Training Partners confirming status of their training roll out monthly and Training Partners confirmed their course dates, start and end times and locations of various interventions a month in advance to allow the learners to participate in more than one intervention.

The training was conducted and all project administration completed and submitted monthly to Tradelane for reporting to the Project Team. The Post Training reporting and feedback of results is presently being collated. The results of the assessments will guide the need for make-up training or any further assistance the learner might require. The Training Providers allow the learners make up training and reassessment as per their Quality Management System and learners will have at least three opportunities to reach competence.

The final assessment and internal moderation as per accreditation and project compliance is still being compiled and the training providers will issue certificates of completion to participants until the SETA Certification and Statement of Results are received.

The Providers will host a Certification Ceremony following the completion of the Pilot Project and receipt of SETA Certification.

The Monitoring and Evaluation Milestones were implemented through the project reporting on implementation, monitoring and evaluation done monthly by Tradelane the Project Manager and reporting into the Project Team and NFF Committee. The Training Providers Bi- Monthly meetings consolidated the information for the Monthly Project Team Meetings. Tradelane provided monthly feedback to the Training Providers on findings and recommendations as highlighted in the successes and barriers experienced in the project.

Tradelane did monthly verification of all Provider Data submitted and audited the Providers Evidence through scanned copies e-mailed and site visit audits. Providers captured their learner database and maintained it as per project administration guidelines with Tradelane collating the final project database.

Pilot Project: Sustainable Fishing Communities – National Fishing Forum’s Community Cluster				
1028 Training interventions: No. of learners declared competent 876			85% competency rate	
Interventions	Kouga & Mosselbay	Port Elizabeth	TOTALS	
Adult Education Training Literacy & Numeracy	25	99	124	
Assessor	2	1	3	***1 W Female disabled
GETC Business Practice Learnership	0	16	16	1 B Female disabled
Facilitator	2	5	7	***1 W Female disabled & 1 C Female disabled
First Aid	36	33	69	2 b females disabled
First Aid at Sea	4	5	9	
Fire Fighting	31	19	50	
Basic Marine Fire Fighting	13	9	22	
Moderator		1	1	***1 W Female disabled & 1 C Female disabled
Skills Development Project Management Skills Programme		1	1	***1 W Female disabled & 1 C Female disabled
Basics For Food handlers	61	15	76	4 b females disabled
Personal Finance		18	18	
Life and Business Skills Programme	462	18	480	4 b females disabled
	636	240	876	

Race / Gender Profile							
Total	AM	AF	CM	CF	WM	WF	of Whom Disabled
876	187	613	12	40	15	9	17
%	22%	71%	.05%	.05%	.05%	.05%	.05%
Employment Status							
Subsistence Fishers*				831			
Seasonal Workers				28			
Employed **				17			
TOTAL				876			
<p>* Subsistence worker includes those defined as self-employed, casual and unemployed</p> <p>** Participating or benefiting employer / employer organisations:</p> <p>***Virtual Academy of South Africa still accepting portfolios of evidence until December 2013 declared competency with evidence at hand to adhere to the defined project term</p>							
Certification Status							
<p>876 Accredited Training Provider certificates / statement of results to be issued. The following do not require SETA certification:</p> <p>Basics for Food handlers- will be certified by Foodbev SETA (in progress)</p> <p>ABET Communication and ABET Numeracy - will be certified by Media Works/ (in progress)</p> <p>Assessor, Facilitators - will be certified by the ETDP SETA (in progress)</p> <p>The above learner information will be handed over to the SAMSA HR Database in order to be disseminated to the greater Maritime Industry for employment consideration</p>							
COMMUNITIES REACHED							
<p>Training was offered in, and learners, community coordinators and training providers were drawn from, the following communities:</p> <p style="text-align: center;"><u>Mossel Bay:</u> Plettenberg Bay, Mossel Bay</p> <p style="text-align: center;"><u>Port Elizabeth:</u> New Brighton, Nelson Mandela Metropole, Motherwell, Walmer Township, Uitenhage</p> <p style="text-align: center;"><u>Kouga Municipal District:</u> Humansdorp, Cape St Francis, Oyster Bay, Jeffreysbay</p>							
Employment Status				Percentage			
Subsistence Fishers*		831		95.00%			
Seasonal Workers		28		3%			
Employed **		17		2%			
TOTAL		876		100%			
<p>Statistical information regarding what percentage of rural trainees found permanent employment is not available.</p> <p>IMPACT STUDY</p> <p>No impact study was commissioned under the SAMSA NFF Sustainable Fishing Communities Pilot Project.</p>							

The Training Providers are paid in tranches as per contractual agreements. Prior to any tranche release Tradelane would prepare the Providers payment for approval and release by the SAMSA Project Team.

All Pilot Project funding was released by SAMSA into the account of the Project Manager Tradelane and payments to all service providers are released and paid by Tradelane following SAMSA approval.

Performance measurement will be conducted in depth through post-training review of deliverables by the Pilot Project Team. The Project Team will discuss evaluations, results, and process improvements for noting and reporting once the internal and external moderation reports are received.

The Project Manager will in the final report create a list of best practices and FAQ for future training endeavours. A close out meeting will be held to discuss results with Training Providers and Stakeholders for any improvements, identifying issues that were problems and improving on them.

SAMSA and Tradelane will conduct a Return on Investment (ROI) Research meeting as the learners and training partners will be asked to give feedback on their perceived ROI. The Project Team will measure the ROI according to established project parameters.

The final results will be compiled and presented to the Project Committee and Project Funder at the end of the project close out and conclusion.

Barriers and successes of the project.

The greatest success for the project is the participation of the 77 unemployed beneficiaries who engaged in two or more literacy and numeracy interventions allowing them to get to an NQF Level 1 (Grade 9) Level, this affords them an opportunity to engage in further training and up skilling opportunities.

The success of the project is indicative to the close relations between the strategic partners which offered local participation and employment opportunities for NGO's and community representatives.

Enterprise Development interventions empowered many fishers' wives to improve their Food Handling and Safety skills allowing them to improve and increase their offering to the community and grow their businesses accordingly. Eighty beneficiaries gained credits towards a full Business Practice Qualification through the completion of the Life and Business Skills Programme.

Many of the recipients engaged with NGO's and formal employment to offer their services at times free of charge, allowing them to engage and gain experience.

We engaged out of the geographical area stipulated in the scope of the project to afford Mosselbay delegates an opportunity to participate. The inclusion of the Mosselbay and other Industry Stakeholders were allowed to address the dire need for capacity building of skills development and training capacity within the fishing community. The requirement by accreditation authorities for a qualification higher than the anticipated training level, excluded the majority of our fishers to qualify for participation in the skills development leg of the project. Through intense AET and Business Practise skills the potential facilitators will be empowered to achieve the required level of education to engage (their years of experience gives them a sound foundation for facilitation and peer empowerment).

The barriers affirmed the Pilot Projects objectives and will be a motivation to engage with more strategic partners in a proposed National Project.

The high number of unemployed fishers and their extended families, the lack of infrastructure and technology and mostly lack of employment opportunities highlighted the need for further engagement and extending the partnerships to include experts in their various areas of expertise.

The detailed identification of barriers is captured in the Identification of Barriers and Opportunity Table below:

Identification of Barriers:		Identification of Opportunities	
1	Lack of Computers at sites limiting the offering of the training providers	1	Geographically we included Mosselbay to Support SAMSA Supported NGO Nika Ithuba facilitators, assessors, moderators and project management
2	Limited Physical Resources at certain communities	2	Request for Marketing Training
3	Daily Stipend request for unemployed learners	3	Request for Finance For Non-Financial Managers Training
4	Daily Transport Stipend request for unemployed learners	4	Request for higher numbers to be trained in the GETC Business Practise NQF L1
5	Numbers too low for Business Practise NQF L1 Full Qualification the demand is great	5	Local Departments of Economic Development supporting the NFF CSI Project and wish to partner to play a greater role
6	Numbers too low on the project to meet the demand of the communities	6	Request for AET training
7	Limited Accredited Providers available at the communities - cost of travel & accommodation high for out of town providers	7	The Project is giving Employment opportunities to local community members to engage on the project by the providers
8	low number of african candidates qualifying to participate to engage as facilitators, assessors, mentors and coaches due to lack of formal qualifications	8	The Project is Supporting Local NGO's through capacity building and engagement with project providers
9	few african candidates engaging to become facilitators, assessors mentors and coaches due to lack of understanding or motivation {economic and social pressures also play a role} Low completion levels within project time frames indicate the challenges the learners face	9	Receiving vital - Feedback on Training Delivery and we have an opportunity to receive the Needs Analysis feedback from participating learners/community members
10	Limited participation on virtual courses due to lack of access to computers and internet services	10	Extending Partnerships within follow up project to incorporate placement of beneficiaries
11	Logistic offering of GETC Business Practise in PE restricted participation from community members from the surrounding areas	11	Extend the Scope of future projects to incorporate measuring of impact and reporting on beneficiaries
12	Target Group is our unemployed African and Coloured Communities - we extended the target group with the participation of employed stakeholders and white beneficiaries - aligning to our scope to invest in the priority skills required for the national maritime agenda	12	Target Group could be extended to facilitate priority skills training roll out with the participation of employed stakeholders and white beneficiaries - aligning to our scope to invest in the priority skills required for the national maritime agenda
13	Scope of Pilot Project does not address measuring of impact of Project	13	
14	Project Team Role Clarification vital to facilitate optimum participation.		

Attachments to Final submission of the printed report:

Lever Arch File with Project Documentation :

Final Report
Contract: Memorandum of Agreement
Scope - Project Roll out Plan - Milestones
Financial Management Schedule
Minutes & Reports
Provider Contracts
Kick-off Stakeholders
Siyaloba Training Academy
Entecom
Virtual Academy of South Africa
Learner Intervention Database

Included as addendums to main file:

- ¹ Launch information pack - Agenda- Roles & Responsibilities, Training Schedules Powerpoint electronic captured on Memory Key SFC Pilot
- ² Training Schedules - amended as per workplace and provider requests as per meeting minutes
- ³ Learner Information Database as per Memory Key SFC Pilot per provider
- ⁴ Disbursement Requirement Schedules - Learner feedback reports, Attendance and Assessment Registers as per e-mail evidence submission
- ⁵ "NYC" or absent learner Schedule in Provider Assessment on Memory Key SFC Pilot
- ⁶ Learner feedback reports- Summaries requested outstanding
- ⁷ Financial Reports
- ⁸ Learner Allowance Schedules final instalment paid to learner's end of Oct awaiting remittance schedules
- ⁹ Memory Key SFC Pilot