

Day 1

Introduction to B-BBEE and General Principles

- a. Key role players in the B-BBEE Environment and their specific functions:
 - i. Department of Trade and Industry
 - ii. Verification Agency
 - iii. SANAS
- b. General Key Principles aligned to the Amended B-BBEE Codes of Good Practice:
 - i. How to determine the B-BBEE Recognition Level for a Large Enterprise, Qualifying Small Enterprise and Exempt Micro Enterprise
 - ii. Impact of non-compliance with the Priority Elements
 - iii. Benefit of the Enhance Recognition for Youth Employment Services (Y.E.S):
 - Understand the aligned conditions for Y.E.S
 - How to calculate the Y.E.S targets
 - Understand how the Measured Entity's B-BBEE Level can be increased
- c. The driving purpose of a Sustainable B-BBEE Model

Day 2

Enterprise Development, Supplier Development and Socio-economic Development

- a. Enterprise Development & Supplier Development sub-elements & Socio-economic Development element Scorecard with the significance to:
 - i. Qualify the element specific claim:
 - Objective of the initiative
 - Qualifying Beneficiary criteria
 - What constitutes as a Recognisable Contribution
 - Impact of the Benefit Factor Matrix
 - ii. Determining the element specific target considering the impact of the Industry Norm

Day 3

Management Control & Employment Equity

- a. Management Control element Scorecard with the significance to:
 - i. Significance of the Employment Equity Act and the Department of Labour related documents to substantiate B-BBEE initiatives
 - ii. Allocation of Occupational Levels:
 - Board Participation (Executive, Non-executive and Independent Non-executive Directors)
 - General Management (Senior, Middle and Junior Management)
 - Employees with Disabilities
 - ii. Determining the element specific target with the focus on the Economic Active Population (EAP) alignment to the target

Day 4

Skills Development

- a. Skills Development element Scorecard with the significance to:
 - i. Significance of the SETA related documents to substantiate B-BBEE initiatives
 - ii. In-dept understanding of the Skills Development Learning Programme Matrix (category A to G programmes)
 - iii. What constitute as Skills Development Expenditure:
 - 15% limitation on category F&G programmes
 - 15% limitation on related training cost
 - iii. Tax Incentives aligned to SETA registered Learnerships
 - iv. Determining the element specific target with the focus on the Economic Active Population (EAP) alignment to the target

Day 5

Ownership Element

a. Ownership element Scorecard with the significance to:

i. Factors of ownership i.e. Exercisable Voting Rights, Economic Interest and Net Value

ii. Direct vs Indirect Ownership Structures through:

- Individual
- Trust
- (Pty) Ltd
- Limited
- CC
- Partnership
- Broad-based Ownership Schemes
- Employee Ownership Schemes

iii. Multi-tier ownership structure aligned methodologies:

- Flow-through Principle
- Modified Flow-through Principle
- Exclusion Principle

Day 6

Preferential Procurement

a. Preferential Procurement element Scorecard with the significance to:

i. Qualify the element specific claim:

- Recognisable Supplier Expenditure
- Empowering Supplier Status
- Understanding the importance of an Import Substitution Plan

ii. Valid B-BBEE Certificate or Affidavit

iii. Determining the element specific target by calculating the Total Measured Procurement Spend

Day 7

SmartScore Module

- PRACTICAL: Class Activities

Day 9

Outcome of Simulated Case Study

- Strategic Application of theory to the B-BBEE Scorecard

Day 8

Group Class Activity

- Simulated Case Study

Day 10

Summative Assessment

- Simulated Case Study
- One-on-one meeting between Trainer and Delegate to assess the overall B-BBEE score and evidence file
- Final compilation of company's B-BBEE status and findings on risks and opportunities identified per element in the B-BBEE Scorecard.
- Presentation of your company's B-BBEE Report and final Score findings