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**WHEN THE SUN RISES
WE WORK HARD TO DELIVER**



social development
MPUMALANGA PROVINCE
REPUBLIC OF SOUTH AFRICA



Vision

A caring, humane and developed society.

Mission

To provide equitable, integrated and quality sustainable social development services in partnership with all stakeholders to eradicate poverty and protect vulnerable groups in all communities of Mpumalanga

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The department has been appointed to lead and coordinate Outcome 13 (*An inclusive and responsive social protection system*) for 2014-2019 MTSF.

The Millennium Development Goals (MDGs), the National Development Plan (NDP), MTSF and Provincial Programme of Action continue to provide important foundation to the vision, mission and strategic objectives of the Department towards the achievement of social protection. These important guiding documents, together with the broader mandate of the Department; continue to inform the strategic and operational thrust of the Departmental interventions in each year.

Based on the mandate as reflected, the department has adopted a dual strategy which firstly focuses on the immediate role assigned to social protection as a mechanism to ensure that no-one slips below a minimum standard of living and secondly on a more transformative and developmental role – i.e. working together with relevant economic and sectoral policies the objective is to move towards a more preventative, inclusive growth path and developmental outcomes.

In its broader strategic approach the department will on the following key interventions:

- Defined social floor so that households that have not achieved the basic standards of living are assisted.
- Responsive to the needs, realities and conditions of livelihood of those who the system is intended to benefit.
- Be based on a principle of building and utilizing the capabilities of individuals, households and communities and avoiding the creation of dependency and stigma.
- Flexible and capable of responding to rapidly changing scenarios and the emergence of new challenges (for example, the impact of HIV/AIDS) and of meeting the changing needs of individuals across the life cycle.
- Improving efficiency in the delivery services.
- Reducing the administrative bottlenecks that prevent people from accessing benefits.
- Social security mechanisms should be in place to cover risks associated with informal employment.

Specific care is taken to align each programme with the new budget structure for Social Development, NDP, and MTSF 2014-2019 priorities. In support of government's strategic intent to overcome the challenges of poverty, inequality and unemployment.

The department's commitment to building human and social capital remains unshaken, in order to improve the quality of human resources of Mpumalanga province. This will be achieved through (inter alia) the Early Childhood Development programme.

Programmes that are aimed at building and strengthening governmental, family and community capacities to provide a supportive environment for orphans and girls and boys affected and infected by HIV and AIDS are intensified through programmes that are aimed at social behavioral change. This includes programmes to address the psychosocial problems encountered by children affected by HIV and AIDS. Programmes that are offered to Victims of Abuse are linked to economic empowerment opportunities and transform those that have capacity into economically viable NPOs.

Government values its partnerships with all sectors of society, in tackling challenges that affect all families and the society in general. All the transfers or funds and support made to NPOs through the department have a primary objective of building the capacity of these organisations to deliver services to poor communities at optimum level. It is therefore imperative for the department to provide capacity building designed to foster capacity in that sector; especially those in resource-constrained communities. The department believes that capacity building of the sector should receive prominence because it is through the nurturing of grass-roots capability, competencies and collective action that communities will realize the common goal of sustainable development.

It is therefore with this in mind that the department continues to collaborate with its partners in executing its constitutional mandate. While these are short to medium term relief measures in its efforts to break the back of poverty, there is no doubt that they impact on the livelihoods of the poor and the vulnerable. Collaboration with other Departments in driving the social protection agenda indeed go a long way towards improving the lives of people who suffer from the indignity of generational poverty.



2.1 Definition

Early Childhood Development means a process of emotional, cognitive, sensory, spiritual, moral, physical, social and communication development of children from birth to school-going age.

This programme promotes social protection, and ensures reduced vulnerability. Early Childhood Development is an important stage in enhancing the cognitive and human development of the child. Investing in Early Childhood Development is not only a means of giving children a good start, but also contributes to the socioeconomic development of the province.

Provision of Early Childhood Development (ECD) services is one of the key activities which are regulated by the Children's Act. An ECD Centre refers to: any building or premises maintained or used, whether or not for gain, for the admission, protection and temporary care of more than six children away from their parents. Depending on registration, an ECD centre can admit babies, toddlers and/or pre-school aged children.

The Department of Social Development has the responsibility of providing support to ECD Centres in order to ensure that they do comply with Norms and Standards as spelt out in the Children's Act which will in turn ensure that the children who are in ECD Centres are safe.

2.2 Registration of Early Childhood Development Centres

The Children's act requires that ALL ECD Centres catering for children 0-4 years whether private or community based MUST register with the Department of Social Development.

Application for registration is therefore lodged with the local social Development that will then assess the Centre to determine if it does meet the minimum Norms and Standards. Such assessment is also informed by the recommendations of the environmental health officers.

2.3 To operate an ECD Centre

You must:

- Possess an appropriate ECD qualification, skills, training and
- Have a minimum of three years of working in the Early Childhood Development field
- Depending on the outcome of the assessment a certificate is then issued spelling out the details of the registration and conditions if any.

2.4 Funding of ECD Centres

Depending on the budget available the Department provides subsidy to the children who are in ECD Centres who fall within the set means test, which is calculated as follows:

- If the parents earn a combined income of R 3 500 p.m. or R 42 000 per annum my child qualifies for subsidy.
- If parents are recipients of surviving on social grant, the children qualify to be considered for subsidy.
- If parents are unemployed the child qualifies for consideration for subsidy.

The subsidy is further broken down as follows:

- 45% for nutrition (buying food for the children)
- 35% for stipends, and
- 20% for administration.

It needs to be noted that registration does not necessarily mean that an ECD Centre will be funded.

2.5 Monitoring of ECD Centres

Over and above the registration and funding of the ECD Centres, the Department has dedicated staff that monitors ECD Centers on a monthly basis. The monitoring is done to ensure that the required standard is adhered to at all times and to identify areas where there is support needed. It is the Department's view that in giving children the best start in life it has to start at the ECD Centres. The department want to ensure that there is continuous communication that takes place between Social Development and all ECD Centre's so-that problems can be identified and addressed before it can impact on the children.



3.1 Background

- A foster care service is one of the basket of services provided to children who have been found to be in need of care by the Children's Court.
- When children are placed in this type of alternative care they are given a social grant which is a way of fighting child poverty.
- It is but one of the alternative care placements that the Children's Court can recommend for children who have been found to be in need of care and protection as a result of any of the following:
 1. Being abandoned or orphaned without visible means of support.
 2. Display behaviors that cannot be controlled by parents/guardians.
 3. Live in exposed circumstances that may seriously harm their physical, mental or social state.
 4. Is in a state of physical or mental neglect.
 5. Being maltreated, abused, deliberately neglected or degraded by parent and care givers.
 6. A child who is a victim of child labour.

3.2 Purpose of foster care

- To protect and nurture children by providing a safe, healthy environment with positive support.
- Promotes the goal of permanency planning by promoting unification services.
- To ensure that children are placed in least restrictive and most empowering environment that promotes growth, and development while ensuring that the child in as much as possible is kept within community or place of origin.

3.3 Reasons for placing children in foster care/alternative care

- Physical or mental illness of a parent;
- Addiction to a dependence-producing substance;
- Neglect and abuse;
- Family disorganisation / dysfunction;
- Parental incompetence;
- Orphanhood and abandonment;
- Behavior that cannot be controlled by a parent;
- Lives or works in the streets or begs for living;
- Exploited or lives in circumstances that expose the child to exploitation; and circumstances that may seriously harm the child's physical, mental or social wellbeing.

3.4 Requirements to be a foster parent

- A prospective foster parent must be a fit and proper person to be entrusted with the foster care of a child.
- Have the willingness and capability to undertake this responsibility;
- Provide an enabling environment conducive to the positive growth and development of the child;
- Be willing to be assessed by a designated Social Worker for compliance to the above.

3.5 Foster care process

Who may report?

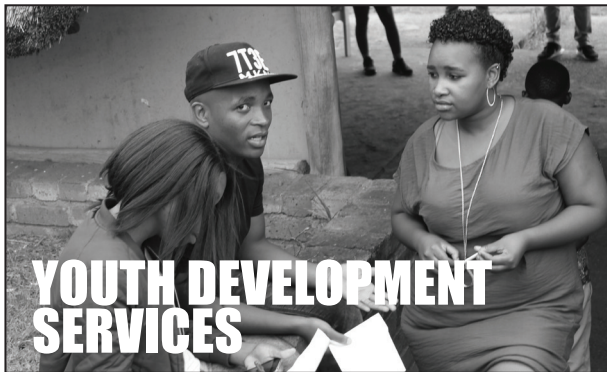
- The case may be reported by anyone acting in the interest of the child or in the interest of a group/class of children, anyone acting in the public interest i.e. teachers, clinic sisters, doctors, relatives of the child or any member of the community.
- Member of staff of Drop in Centers, partial care center (crèche) and child and youth care centers.
- The children concerned can also seek assistance themselves.

Where to report?

The case may be reported at the local Social Development offices, the clerk of the court, at the local Magistrate office, the local police station, a child protection organization, a school or hospital or medical practitioner and community leaders.

Intervention

- The Social Worker who is handling the case will investigate and determine if the child is indeed in need of care and protection.
- A report will then be compiled which will contain the Social Worker's findings and recommendations and the report will then be presented to the Children's Court.
- After hearing the report the presiding officer makes a decision based on the information in the report. This decision is made in terms of a Court Order.
- A foster parent who has a foster child placed in his or her care in terms of the Children's Act 38 of 2005 can apply for the foster child grant in the local SASSA offices.



4.1 Mandate

- To leverage investment in youth development programmes to access decent work and participate in the mainstream economy
- Offering opportunities for youth to pursue post-matric and work opportunities
- Implement life skills programmes that offer vulnerable youth fundamental skills targeting both school going and out-of-school youth in rural areas, farms, informal settlements and those receiving grants
- To increase capacity of youth organisations to render youth development services and programmes to address urgent situations of youth vulnerability.

4.2 National Youth Service Campaigns

- The programme creates a platform for youth to express their patriotism towards the development of their communities. It directs the potential of young people to become valuable and actively contributing members of society. It targets youth to serve as volunteers in a range of community contexts.

- The campaigns would be through volunteer service that would contribute in improving the accessibility and utility of any public facility.

4.3 Youth Camps

Recruits young people from a database of youth that exist in foster care, youth headed households and youth living in households that are below poverty line derived from the household profiles.

The youth are provided an opportunity to participate in a week long programme of:

- leadership development and;
- Life skills programmes
- In addition they also express their talents in the sport field and on the stage through performance activities.

During the camp Career Exhibitions are held to expose participants to opportunities for Higher Education, Bursaries, Internships and Learnership Programmes offered by Institutions of Higher Learning, State Owned Enterprises and Government Departments. Beyond the camp the participants are expected to facilitate activities in their communities through Youth Clubs.

4.4 Youth Clubs include among others the following activities:

- Sports Activities (All Sporting Codes)
- Indoor Games
- Beauty Contests
- Dances (contemporary and cultural)
- Debates on topical issues
- Singing (various types)
- Youth Camps

4.5 Life Skills Programme

The programme targets young people in and out of school through workshops on modules that will relate to health and well-being, citizenship and democracy, HIV/AIDS and other related modules. The workshops target youth of various age cohorts.

4.6 Youth Development Centres

These are funded Non Profit Organisations to render the following services and programmes to youth:

- Provision of information to young people on education and training, employment, self-employment, citizenship, health and wellbeing.
- Provision of access to internet services for livelihoods information and computers for typing livelihood- related documents like CVs, business plans etc.
- Career counselling (employment and self-employment).
- Career Guidance Workshops
- Life Skill Workshops (include awareness on substance abuse)
- Entrepreneurship Workshops
- Basic Computer Literacy Trainings
- Linking young people to exit opportunities

The Department of Social Development funds the NPOs for the following:

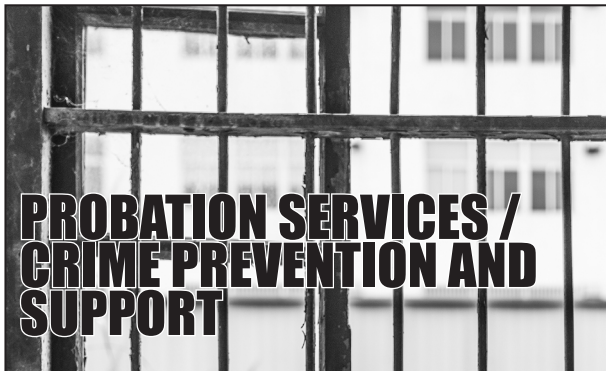
The first year of funding provides for the following:

- Equipment (computers, faxes, photocopiers, proxima, etc.)
- Infrastructure (renovations, rentals)
- Furniture (chairs, tables, TVs, flip charts stands, etc.)
- Operational cost (telephone, transport, cleaning services, postage, stationery, internet subscriptions, etc.)
- Salaries and Stipends (Centre Manager, Programmes Coordinator, Administrator and two Volunteers)
- Programme Delivery cost (workshops, campaigns, exhibitions, trainings)
- Mentoring and life coaching aids. (Books that will be used as stimulus for behavior change, DVDs, video materials and Software that will help

- the centre in rendering support and mentorship programmes)
- Staff Capacity Development (Capacity development for the staff members to cover developmental needs that could not be given by the Department of Social Development)

Second year of funding, the support will be for the following:

- Maintenance of equipment
- Operational Cost
- Stipends
- Rent
- Programme Delivery costs
- Staff Capacity Development



5. **Programme dealing with the provision of services to children at risk or in conflict with the law**

Aims at:

- Reducing the rate of children and youth committing crime in the Province.
- Reducing the number of children awaiting trial and dying in police cells / correctional facilities.

This is done because South Africa is a signatory to the UN Convention on the Rights of the Child, the UN Committee on the Rights of the Child, the African Charter on the Rights and Welfare of the Child (to mention but a few) which seek to protect children who are suspected to be offenders from torture and abuse even by organs of state. These have been put in place to prevent children arrested for crimes that they are alleged to have committed and kept in police cells for a long period without finalization of their cases, tortured sometimes fatally, not given fair trial in court, appearing in court without legal representation.

Services are provided in terms of new legislation, the Child Justice Act No. 75

of 2008, the Children's Act No. 38 of 2005 in the form of:

- **Prevention programmes** – where children and youth are empowered with information about the consequences of crime and alternatives to make better choices in life through awareness campaigns and life skills programmes.
- **Statutory services** – where they are assessed by probation officers and referred to diversion programmes in order to assist them with more intensified and need based programs to address the causes of criminal behavior:
- **Statutory services** rendered to children include inter alia assessment, diversion, Home Based Supervision, correctional supervision, and After Care Services.
- **Child and Youth Care Facilities** – children can be placed in these facilities while waiting for their cases to be finalized. Secure Care Centers are used to keep children awaiting trial to avoid keeping them in police cells and prisons.

Mpumalanga Province has only one Secure Care Centre known as Hendrina Secure Care Center. In other cases children are sentenced to spend some time in secure care facilities to attend programs for development and empowerment.

Services are also provided to adults in conflict with the law in terms of the Criminal Procedure Act No. 51 of 1977, where probation officers are requested by court to compile pre-sentence reports to assist the court to make the most suitable decision in sentencing an accused person.

Adults are also sentenced to Correctional Supervision under the supervision of a probation officer or a Correctional Officer.



6. HIV and AIDS and support

Contribute to the reduction in HIV risky behaviors and promote psychosocial wellbeing among the targeted key population and vulnerable groups.

The Department has developed Social and Behavior Change programmes that target the young people. These programmes aim at responding to young people's needs while also building resiliency factors, increasing their autonomy, self-esteem and self-efficacy, as well as minimising risky behaviors that expose them to HIV to reduce their chance of HIV infection.

The social and behavior change programme seeks, among other things, to:

- Create an enabling environment in which young people can safely voice their issues (youth dialogues)
- Invest positive values in young people
- Instill active citizenry in young people, and
- Break communication barriers between young people and their parents/guardians.
- Social and Behavior Change Programme currently implemented

6.1 YOLO

- YOLO means –You Only Live Once
- Is a DSD branded and evidence based Youth Social and Behavior Change Communication programme, targeting young people aged 15-24 years age group.
- The primary objective is the reduction of HIV infection and Teenage Pregnancy among the youth.
- The programme is implemented over 12 sessions, with a maximum of 3 sessions a week.
- The sessions are divided into 5 building blocks address different components.
- Session last between 1h30 to 2hrs or more depending on the flow of discussions.
- The programme aims to build resilience among young people, increase their autonomy, self-esteem and self-efficacy, minimise risky behaviors that expose them to HIV and the possibility of unwanted pregnancy.
- The programme create a safe and enabling environment in which young people can safely engage in discussions about HIV prevention and teenage pregnancy, and where positive values, and quality decisions related to the sexuality of young people can emerge.

6.2 Families Matter

- The objective of the programme is to enhance parent child communication about sex and sexuality issues.
- Is an evidence based intervention which targets parents and care givers of pre-adolescents between the ages of 9-12 years.
- The programme promotes positive parenting practices and effective parent-child communication about sex-related issues and sexual risk reduction.
- Main messaging covers sexual health risk, Positive parenting practices,
- Impart knowledge and skills to communicate with children and overcoming barriers to communicating about sex topics with children.
- It is implemented through small groups of 18-20 participants conducted over 6 sessions, one per week.

6.3 Men Championing Change

- The programme strengthens the interventions to keep girls AIDS-free by engaging men and boys to address social drivers of HIV such as multiple concurrent sexual partners and the Sugar-daddy syndrome.
- The focus is on involvement of men and boys to become active agent of social and behavior change in reducing the spread of HIV, TB and STIs.
- It also address gender inequalities, gender roles and norms and gender based violence identified as key drivers of HIV.

6.4 Traditional Leaders programme

- Traditional Leaders are a very crucial stakeholder in the response to HIV&AIDS in the country as custodians of culture they are a strong link between communities and culture.
- They are an influential force in communities and they wield influence and command respect within their communities.
- It is implemented through workshops and dialogues to unleash the potential of Traditional Leaders to promote and scale up the response on gender and HIV furthermore ensure that they take leadership and play a central role in the protection of women and girls against Gender Based Violence and HIV in their communities.

6.5 Sex workers

- The programme targets sex workers in communities and it is implemented through workshops, support groups and dialogues in partnership with Amaqhawe in Gert Sibande.

The programme aims at the following:

- To create an enabling environment within DSD for sex workers to access DSD services for themselves and their children.
- Create sensitisation of DSD officials in working with sex workers.
- Address risky behaviors amongst the sex workers.

6.6 Community Capacity Enhancement

- It is a methodology that facilitates change process based on theories and experience of how individuals and communities change their values, attitudes and practices.
- It recognizes that change and transformation are often complex and require a supportive facilitation process.
- Facilitation makes the process of change smoother and more robust.
- The process is implemented through community conversations where community members will come together and dialogue on issues that perpetuate the spread of HIV in their respective communities.
- Through these conversations community members as a collective will identify ways in dealing with social and structural drivers of HIV in their own respective communities towards prevention of new infections.

In creating enabling social environment for care and support for people infected and affected by HIV and other chronic diseases, the Department is funding not for profit organisations to provide psychosocial support services to OVCY including their families.

6.6.1 Psychosocial support services

- The interventions and methods in the PSS enhances people's ability to cope, in their own context, and to achieve personal and social well-being; enabling them to experience love, protection, and support that allow them to have a sense of self-worth and belonging.
- This happens by drawing on the person's strengths, building on self-reliance and social responsibility in coping with emotionally difficult circumstances in a way that builds relationships, families and ultimately the community.

6.6.2 The funded organisations provide the following services:

- Services focusing on comprehensive services focusing on vulnerable groups within the communities especially programmes aimed at social and behavior change.
- Early identification of children and families in need of care and support.
- Linking beneficiaries to relevant services.

6.6.3 The comprehensive psychosocial support interventions are provided at different levels as follows:

Level 1: Basic services

- Ensuring that beneficiaries basic needs are met e.g food, shelter, safety, health
- Advocacy, raising awareness and early identification.
- Services are provided at individual, family and at community level.

Level 2: Community and family strengthening

- Strengthening of individuals, family and community capacity to provide care and support services.
- Early identification to prevent the need for more specialised services.

Level 3: Focused non specialised support

- Services for severely affected children and families who need more focused individual intervention, family or support groups by trained service providers.

Level 4: specialised services

- Therapeutic support to individuals or families who require advanced services by professionals e.g. social workers.

Building capacity of volunteers to enable them to provide the necessary support and link families with resources and services

- Provide continuous training for care givers in line with the Expanded Public Works Programme.
- Capacitate social and behavior change facilitators on the various programmes implemented to curb the spread of HIV.
- Strengthening the capacity of peer educators through facilitators workshops.
- Strengthening of Community Based Intervention Monitoring System (CBIMS) to improve on reporting of HIV services.



7.1 What is a drug?

A drug is any substance other than food, derived from natural and synthetic sources which bring changes in the functioning of the body and or the mind.

7.2 What is drug abuse?

Drug abuse can be understood as the consumption of a substance:

- Without medical supervision of a medically useful drugs which change mood behavior; for a purpose other than that for which is prescribed;
- which has mind-changing properties and have no legitimate medical or changing properties and have no legitimate medical or social acceptance use;
- Which is socially acceptable but can be used contrary to the accepted norms and values of the community.

7.3 What is alcohol abuse?

It is the physical and physiological dependence on alcohol. Being addicted to alcohol means that your mind and body will not let you stop drinking alcohol. Alcohol abuse is when someone drink alcohol every day and drinks so much that it changes their health, personal relationship and behavior.

7.4 What is Addiction Dependence?

Compulsive drug use characterised by an overwhelming preoccupation with the use of a drug, the security of its supply, tolerance to its effects and a tendency to relapse after withdrawal.

7.5 Classification of drugs according to their availability:

1. *Socially acceptable drugs*

Alcohol, Nicotine, Caffeine, Snuff, etc.

2. *Inhalants drugs*

Glue, Benzene, Petrol, Cooking spray, Spirit, Thinners, etc.

3. *Over the counter drugs*

Pain killers (Paracetamol, Aspirin, Panadol)

4. *Prescribed drugs*

Sedating tablets, sleeping tablets, cough mixtures, etc.

5. *Illegal drugs*

Dagga, Heroin, Tik, Ecstasy, Nyaope, etc.

7.6 Why do people use drugs

- Peer pressure
- Boredom
- Low Self-Esteem
- Stress management
- Out of curiosity

- Experimentation
- Availability
- Addiction
- For excitement
- Curiosity
- Poverty

7.7 Effects of substance abuse

- Mental and emotional problem
- Lung problems
- Liver damage
- Bronchitis
- Kidney problem
- Heart problems
- Weight loss
- Cardiovascular collapse
- Coma and death from overdose
- Brain damage
- Impotence
- Peptic ulcers

7.8 Programmes that are rendered under Substance Abuse:

- Prevention programmes
- Early intervention programmes
- Treatment programmes
- Reintegration and Aftercare programmes.

The Department with its stakeholders developed an integrated plan called Mpumalanga Anti-Drug Master Plan 2015-2019. The plan is focusing on the integration and collaboration of programmes from various government departments, municipalities and civil society to massively combat or reduce the demand, harm and supply of substances in the Province. It will also provide mechanisms aimed at demand, supply and harm reduction through prevention, early intervention, treatment and reintegration and aftercare programmes.



8.1 What is Victim Empowerment?

Victim empowerment is an approach to facilitating access to a range of services for all people who have individually or collectively suffered harm, trauma and or material loss through violence, crime, natural disaster; human accident and/or through socio-economic conditions.

8.2 Who is a victim?

A victim is any person who has suffered harm, including physical or mental injury; emotional suffering; economic loss or substantial impairment of his or her fundamental rights, through acts or omissions that are in violation of the criminal law.

8.3 Types of abuse victims may experience

- Physical abuse: beatings, assault with weapons including guns.
- Sexual abuse: rape, sexual harassment, use of objects, touching, exposure to pornography by force, forced to sell sex, including sex by force by a husband/wife.
- Economic abuse: refusal to provide maintenance, excessive control over money, gambling with family money, hiding assets including investments.
- Harassment: telephone calls monitoring, being followed by people to intimidate you, phone calls that have no one but laughter or threats or

- heavy breathing on the receiving end.
- Psychological and emotional abuse: dehumanizing words (useless, stupid), deprived right to work, isolated from friends and family, staying under guard.

8.4 Services to victims:

All victims of abuse have the following rights:

- The right to be treated with fairness and with respect for your dignity and privacy.
- The right to be offered information.
- The right to receive information;
- The right to protection;
- The right to assistance;
- The right to compensation; and
- The right to restitution.

8.5 Facilities available for victims of crime

Shelters

Victims of domestic violence and other gender based crimes are accommodated for a maximum of 6 months. Some come with their children. They are not for children only; victims must be above 18 years of age. They provide physical care, life skills, counseling, liaising with schools and ECD centres for the children to go to school, with business for the placement of some survivor for jobs, with Local government for houses for the families to be released to, extended families and communities for the reintegration of victims to society. They also work with offenders and perpetrators outside the facilities on life skills to change behavior. In the Province they are as follows:

Facilities

- Louisville shelter
- Leseding shelter
- Badplaas shelter
- Tirisano shelter

- Middelburg shelter
- Grace shelter
- Grip shelter
- Standerton shelter
- Hlayisani Home of Hope
- Siphophele Haven
- Masikhulumeni Madoda
- Hands off Women and Children
- Vuwiselo shelter
- Mhala shelter
- Culcutta shelter

Victim Support Centres

They are community based offices and are easily accessible for victims of crime. They sometimes provide overnight stay in case of an emergency and the client is then taken to shelter the following day once she has been provided with support and care. They are operated by volunteers. Due to lack of proper sites and funding, some operate within the yards of SAPS, but the process of assisting them to move out has started.

8.6 Domestic violence

What Is Domestic Violence?

Domestic violence is control by people related to one another in a dating, marital or live-in relationship, divorced or separated.

Both men and women can be guilty of or victims of domestic violence. Domestic violence occurs in every culture, country and age group. It affects people from all socioeconomic, educational and religious backgrounds and takes place in same sex as well as heterosexual relationships.

- Physical
- Sexual
- Verbal abuse
- Economical abuse
- Threats
- Harassment

- Isolation
- Damage to property

Any other controlling behavior where such behavior harms or can cause harm to your well-being and or family.

How does Domestic Violence affect you?

Mentally and psychologically:

- Live in fear
- Cannot sleep well
- Forgetfulness
- Neglect of personal hygiene
- Self blame
- Stress
- Depression
- Poor eating habits

Socially:

- Poor relationship with friends, colleagues or family.
- Poor performance at work, Mistrust and Loss of income.
- Children may become secondary victims.
- Child neglect and Neglect of hobbies.

8.7 Services rendered by the department

- Counselling & Information
- If the victim fears for her life, they will be referred to shelters
- Link with families and relatives
- Present the reports as required by court on your behalf
- Mediate in divorce, separation and family violence
- Capacitate organisations working with victims to improve services
- Conduct home visits to survivors of violence
- Link victims with economic empowerment initiatives in their areas
- Assist victims who want to access protection orders



The overall purpose of the programme is to provide Social Development services to Persons with Disabilities towards improving overall quality of life through implementation of the following programmes:

9.1 Protective Workshops

An institution or organisation that provides rehabilitation services and “Work” opportunities for Persons with Disabilities who due to their environment and/or social situation experience barriers in accessing the open labour market.

9.2 Residential Facilities

These are facilities which provide temporary or permanent care protection, support, stimulation, skills development and rehabilitation of Persons with Disabilities who due to their disability and social situation need care within a safe, secure and stimulating environment.

9.3 Assisted Living for Persons with Disabilities

Assisted Living for Persons with Disabilities with a certain percentage of minimum independence and requires supervision

9.4 Stimulation Centres/Day Care Centre

These centres provide care, Support, protection, stimulation, rehabilitation and skill development for children with disabilities within their communities.

9.5 Home Community Based care

These are services provided to a Persons with Disabilities who due to the environment, social situation and extend of the disability are unable to access either the Protective Workshop, Stimulation Centre, Assisted Living or Residential Facility

9.6 Other services will include amongst others the following:

- Prevention services
- Therapeutic services
- Group works



The programme is aimed at the empowerment and protection of Older Persons and also the promotion and maintenance of their socio-economic activities. The following programmes are implemented to achieve the aim:

10.1 Active Ageing Programme

Is a programme that is aimed at Older Persons above the age of 60. It involves keeping the elderly Persons active through exercising, playing sport, with the aim of reducing the risk of several chronic diseases such as hypertension, diabetes, osteoporosis etc.

10.2 Assisted living Facility

Is a housing facility for Older Persons over 60 years who do not need 24 hour care and have a certain percentage of minimum independence. Such programmes institute a move towards units/homes that are more open; within the community to facilitate de- institutionalisation according to the Older Persons Act 13 of 2006.

10.3 Residential facility (old age homes)

It is a building or other structure used primarily for the purpose of providing 24 hours service to Older Persons who can no longer be cared for in the community due to physical or mental frailty.

10.4 Community Based Care and Support Centres

These are Centres that are meant for Older Persons to visit during the day for the purpose of socialising, exercising, handwork, etc.

10.5 Home Based Care

Means care provided or services rendered at the place where a frail Older Person resides, excluding at a residential facility, by a caregiver in order to maintain such frail Older Person's maximum level of comfort, including care towards a dignified death according to the Older Person's Act 13 of 2006.

10.6 Other services provided

- Counseling to Older Persons
- Awareness campaigns on issues pertaining to older persons
- Capacity building on legislation pertaining to older persons
- Facilitates forums for older persons
- Intergenerational programmes



The programme is the core of the services in social welfare. It strives to address social ills such as poverty, migration and violence amongst others through Social Workers, Community Development Practitioners and Social Auxiliary Workers in partnership with Non Profit Organisations.

11.1 Family preservation services

- Counseling
- Parental Guidance
- Marriage Preparation
- Marital Dispute resolutions
- Reunification of families

11.2 Families in crises services

The Department provides and supports families in need with Social relief including: food, shelter, clothing, blankets and burial support.

- Displaced families
- Refugee families
- Shelter for destitute families

11.3 Partnership and building capacity:

- Lead and convene forums that plan and advocate for family preservation programmes
- Conduct research on family issues
- Create awareness amongst stakeholders and communities about social ills and their impact on families.
- Promote Positive Family Values in partnership with the Moral Regeneration Movement.
- Capacitate Care givers, Guardians, parents and members of extended family and communities on services to families.
- Fund, monitor and evaluate NPOs providing services to families.

For access to facilities and institutions rendering any service mentioned above, you may contact the local Social Development Office.



Support to NPOs is regulated by the NPO Act, Act No 79 of 1997

12.1 What is an NPO (Not-for-Profit Organisation)?

It is an organization that;

- Is formed voluntarily
- Participation by individuals is voluntary
- Functions independently
- Operates according to its constitution
- Income and properties are not distributed to its members or office bearers except as reasonable compensation for services rendered
- Does not function for private gain
- Is established to serve the community
- Has an active and committed management committee
- Management committee members give time and service voluntarily
- Operates efficiently, effectively and transparently

12.2 Types of organisations that can register as NPOs

- Voluntary Association /Organisations
- Trusts and
- Not for profit companies

12.3 Benefits of registering as an NPO

- Gives credibility to the NPO
- Can apply for funding from the Government Departments, Government Agencies, Municipalities, Private
- Companies/businesses and International Donors
- Access to other material benefits from stakeholders such as Government Departments,
- Government Agencies, Municipalities, Private Companies/Businesses and International Donors
- Tax exemptions from the Revenue Services (SARS)

12.4 Requirements for registration as NPOs (section 12 to 13 of the NPO Act)

Type of organisational Structure	Required documents
1.Voluntary Association/ Organisation	<ul style="list-style-type: none">• NPO application form• Constitution• ID copies of board members• Work permits and passports in case of board members who are foreign nationals
2.Trusts	<ul style="list-style-type: none">• NPO Application form• Deed of Trust (two copies)• Letter of Authority from the Court

3. Not for Profit Company (NPC)	<ul style="list-style-type: none"> • NPO Application form • Certificate of Incorporation issued by the Commissioner (CoR14.3) • Memorandum of Incorporation (CoR15.1C) • Certificate of Incorporation of Directors
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12.5 Steps to register an NPO

- Obtain registration application form and model of constitution from a Community Development Practitioner or NPO Help Desk Officer at the branch office or district or Provincial Office of the Department Social Development or on the NPO website :www.NPO.gov.za
- Complete the application form correctly
- Model constitution available to guide formulation of a constitution
- Attach two copies of your constitution
- Community Development Practitioners and NPO Help Desks do assist NPOs with the completion of application and submission

12.6 Where to submit the application to register

- At local Offices and sub-district Offices Community Development Practitioners and NPO Help Desk Officers can assist with submission of the application on-line or
- Can be submitted directly to:
Director for NPOs, Private Bag X901, Pretoria, 0001 or submit personally on –line to www.NPO.gov.za

12.7 Responsibilities of registered NPOs (Section 18 of the NPO Act)

- Comply with the provision of their own founding documents (constitution, trust and memorandum of association) by:
- Keeping objectives of the organisation
- Adhering to procedure and timeframes in the constitution including convening of meetings such as AGM ,ordinary and extra –ordinary meetings
- Reflect the registration number on all documents

- Keep detailed and proper financial records
- Maintain good and accountable management practices

12.8 Funded organisations and organisations with income

Submit annually to the Director of NPOs the following documents:

- **Narrative report:** A narrative report is prescribed report format that outlines organisation's activities and achievements at the end of the organisation's financial year ,a copy can be downloaded from the website :www.NPO.gov.za
- **Audited financial statement:** A financial statement is a description on how tan the income received by a NPO has been spent towards meeting the set objectives of an organisation. This must be done in terms of the Generally Accepted Accounting Principles (GAAP) and must be signed by all members of the organisation
- **Accounting Officers or Financial reports** prepared by a registered Accountant or Auditor; A financial report is an expression of opinion by the Accounting Officer whether or not the organisation kept their records in terms of GAAP.The Accounting Officer must be a member of the Accounting or Auditing Professions
- **Inform the Director:** of NPOs of changes regarding contact details, address and amendments to the constitution within 30 days after changes have been made

OR

Organisations who cannot afford audited statements due to no income have been received by the organisation must submit:

- Comply with the provision of their own founding documents (constitution ,trust and memorandum of association) by:
- Keeping objectives of the organisation

- Adhering to procedure and time frames in the constitution including convening of meetings such as AGM ,ordinary and extra ordinary meetings
 - Reflect the registration number on all documents
 - Reflect the registration number on all documents
 - Keep detailed and proper financial records
 - Maintain good and accountable management practice
1. **Organisations without bank account** and have not received funding must submit the following documents :
 - **A narrative report**
 - **Affidavit** stating the organisation has no bank account and not received any funding (written by office bearer)
 2. **Organisations with bank account** but have not received any funding or do not have any income must submit the following documents :
 - **Narrative report**
 - **Affidavit** stating the organisation has never received and funding or any income (written by office bearer) and
 - **12 Months bank statement** (from the beginning of the financial year end until the end of the financial year end e.g. **1 April to 31 March**)
 - Inform the Director of NPOs of changes regarding contact details, address and amendments to the constitution within 30 days after changes have been made

12.9 What happens if an NPO does not comply with responsibilities? (Section 20 (1)(a) of the NPO act)

- NPO is deregistered and lose all benefits of registration
- Funding by the Government Departments, Government Agencies, Municipalities, Private, Companies/Business and International Donors will be terminated

12.10 Offences (section 29(1) of the NPO Act)

- It is an offence to do the following
- To utilize the NPO registration number and the NPO certificate or

information contained in the registration certificate if the NPO that has being wound up, dissolved or deregistered or not have been registered

- To transfer the NPO remaining assets otherwise than in a manner contemplated in section 12(2)(o) of the NPO Act
- For a person ,bodies or organisation to represent themselves as being validly registered in terms of the NPO Act unless are so registered
- To make material false representations in any document or a narratively ,financial or other report submitted

12.11 Penalties under the NPO act (section 30 of the NPO Act)

- The Act provides penalties that would emanate from conviction of an offence in terms of the NPO .A person may be liable to
- A fine
- To imprisonment or
- To both fine and imprisonment

12.12 The department implements the policy on financial awards to service providers in support of NPOs

Aim of the policy

- Financing of NPOs rendering social developmental services.
 - Facilitate transformation.
- Redirect services to poorest and vulnerable groups and communities.

Who can apply for financing from the department of social development?

- All NPOs that render social developmental services.
- Categories: NPOs, self-help groups, cooperatives, faith based and service groups.

Requirements to qualify for a financial award (funding)

- Community based management committee.
- Approved constitution.
- NPO registration.

- Registered in terms of other legislation: e.g. Children's Act, Older Persons Act, etc.
- Reflect demographics of the community in services and management.
- Share resources and skills.
- Render services according to the priorities of Department Social Development.
- Be accountable and transparent in service delivery.

How must a service provider (NPO) apply for a financial award?

- Submit a business plan annually.
- Submit to nearest branch office.
- Use the business plan format and service specifications from the Department of Social Development.
- Attend training by the social worker to compile a business plan.

Categories of services that can receive financial awards

- NPOs that render services to children, families, older and persons with disabilities, victim empowerment, crime prevention and support, substance abuse services, youth, HIV/Aids, early childhood education centres.

What happens after a business plan was submitted?

- Business plan is assessed by a panel.
- Panel makes a recommendation.
- If approved included in the budget.
- Receive funding when budget is available.

Responsibilities of funded service providers (NPOs)

- Must sign a service level agreement (SLA).
- Submit progress and financial reports.
- Comply with policy and legislative requirements.

- Deliver services as agreed in the SLA.
- Be accountable and transparent.
- Inform the Department Social Development of changes and challenges in the NPO.
- Submit reports for monitoring and evaluation.

What happens if a service provider (NPO) does not comply with responsibilities?

- Funding can be reduced, suspended or terminated.
- Circumstances: non-compliance with requirements and submission of reports, mismanagement and fraud, mistreatment or abuse of beneficiaries or do not render the services as agreed.



NAME OF OFFICE	PHYSICAL ADDRESS	CONTACTS
Emalahleni Branch & Sub-District Office	22 Beatty Avenue Emalahleni	013 658 4100
Kriel Branch Office	Municipal Building, Quintin Street Kriel 2271	017 648 3253
Steve Tshwete Sub-District Office	37 Dr Beyers Naudé Street Middelburg 1050	013 243 4190
Middelburg Branch Office	37 Dr Beyers Naudé Street Middelburg 1050	013 243 4190
Hendrina Branch Office	Scheepers Street Hendrina	013 293 9906
Emakhazeni Sub-District	41 Coetzee Street Belfast 1200	013 253 1792
Belfast Branch Office	41 Coetzee Street Belfast 1200	013 253 1791
Waterval Boven Branch Office	1 st Avenue waterval-boven 1195	013 257 0308
Victor Khanye Sub-District	47 Sarel Cilliers Street, FC Dumat Building Delmas, 2210	013 665 1271
Delmas Branch Office	47 Sarel Cilliers Street, FC Dumat Building Delmas, 2210	013 665 1276
Thembisile Hani Sub-District	Building 3 Government complex Kwamhlinga 1022	013 947 3906
Kwa Mhlanga Branch Office	Building 3 Government complex Kwamhlinga 1022	013 947 3906 013 947 3907
Moloto Branch Office	Block 7 Moloto	013 948 8900
Verena Branch Office	Four Way Stop Municipal Building Verena	013 963 7111

Mkobola Branch Office	Government Building DSD Mkobola	013 986 1014
Dr JS Moroka Sub-District	Department of education Circuit Building, siyabuswa	013 973 0017
Mdutjana Branch Offices	357 Job Sikosana Street Siya- buswa B Old Government Complex	013 973 3927
Marapyane Branch Office	DSD buiding Ga-Matsiki Section A	012 724 9927
Mmamethlake Branch Office	861 Governors Building Mmamethlake	012 721 3872
Mbibane Branch Office	Old TLC Building Vaalbank Mbibane	013 976 7479
Hendrina Secure Care	Hendrina	013-293 9910
Leseding Victim Support Centre	Kwamhlanga	013 947 3415
Office of the District Director	102 Cnr. Industrial & Wedgewood Avenue, Ermelo, 2350	0178197672
Msukaligwa Sub District Office	10 Oosthuise Street, Ermelo, 2350	0178112108/ 2158
Lothair Branch Office	579 Slindile Location, Lothair, 2370	0178454906/ 07
Sheepmoore Branch Office	601 Park Street, Sheep- moore, 2352	0178650071/ 76
Warburton Branch Office	323 Nganga Village, War- burton	0178451930
Breyten Branch Office	Thusong Centre, Cnr Ous Grobler & Breytenback Street	0178195080

Lekwa Sub District	Cnr Paarl and Princess street, Jerry Van Vuuren Building , Standerton 2430	0177125933/7/9
Morgenzon Branch Office	166 Sipiwe Dlongolo Street ,Thusong Centre, Morgenzon, 2315	0177933153
Dipaliseng Sub District Office	625 Maghawe Street, Balfour 2410	0177730452/ 449/ 447
Greylingstad Branch Office	Kutlwano Drop-in –Centre, 280 Sechaba drive, Nthorwane, 2015	0177730452/ 449/ 447
Grootvlei Branch Office	Grootvlei Clinic, Springfiled Road 453 Extension 1, Grootvlei, 2420	0177730452/ 449/ 447
Chief Albert Luthuli Sub-District Office	Stand no 12, Next to the community hall, Elukwatini, 1192	0178833251/ 1451
Carolina Branch Office	Stand No.6434 Ext 4 Silobela, Carolina, 1185	0178431142/ 3180
Mayflower Branch Office	D275, Mpuluzi 2335	0178813240
Glenmore Branch office	E419, Dundonald, 2335	0178879900

Badplaas Branch office	Stand No.42 Brink Street, Badplaas, 1190	0178431142
Mkhondo Sub District office	35 Cnr Joubert and De wet Piet Retief, 2380	0178260545/ 0546

Amsterdam Branch office	President Str next to clinic, Amsterdam, 2375	0178469012/9013
Saul Mkhize Ville Branch Office (Driefontein)	New stand Clinic, Saul Mkhize 2383	0178207064
Dirkiesdorp Branch Office	Stand no 1 Main street Cnr Vaalbank and Piet Retief Road, Dirkiesdorp, 2386	0177306900
Pixley Ka Isaka Seme sub district office	2741 Vukuzakhe Location Volksrust, 2470	0177353898/4790
Daggakraal Branch Office	EFR 801 Sinqobile B Daggakraal, 2491	0177539903
Amersfoort Branch Office		0177539903
Perdekop Branch office		0177353898
Wakkerstroom Branch office		0177353898
Govan Mbeki Sub District Office	64 Solly Zwane Street Evander, 2280	0176324640/1235
Embalenhle Branch office	Moved Back to Evander	0176324640/1235
Leandra Branch office	Currently in temporary office. New office to be constructed.	0176324640/1235
Bethal Branch office	34 Simon Street, Bethal 2310	0176476453/6485
George Hofmeyr CYCC	84 Coligny Street, Standerton, 2430	0177140152/51
Ethokomala CYCC	1 Zondagskraal Farm, Kinross, 2270	0177140241

“ ABOUT US

The department aims to provide services to the vulnerable groups of society, the poorest of the poor, and the marginalised. These vulnerable groups are identified as children, women, young people, people with disabilities, older persons and people infected and affected by HIV and AIDS. The Department is committed to the transformation of the people of Mpumalanga by reducing poverty inequalities and promoting social integration.

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Follow us



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ERF 2 Thekwane South, Karino 1200, Mpumalanga Province, Private Bag X 11241, Mbombela, 1200

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COMMENTS AND ENQUIRIES

The department of Social Development would like to hear from you. Please forward your comments, stories or enquiries to the DSD communications team.

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communications@dsdmpu.gov.za

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