



PERSONAL DEVELOPMENT PLAN 2022/2023

Makhado Local Municipality herein represented by

KENT MBAVHALELO NEMANAME

in his capacity as the Municipal Manager (hereinafter referred to as
the Employer or Supervisor)

And

DENGA GRACE SIBOIBOI

employee of the Municipality (hereinafter referred to as the
Employee).

WHEREBY IT IS AGREED AS FOLLOWS:

1. Introduction

The Aim of the Personal Development Plan (PDP) is to ensure that Employees are skilled to meet Objectives as set out in the Performance Management Agreement as prescribed by legislation. Successful career path planning ensures competent employees for current and possible future positions. It there for identifies, prioritise and implement training needs

Legislative needs taken into account comes from the Municipal Systems Act Guidelines: Generic senior management competency framework and occupational competency profiles, Municipal Finance Management Competency Regulations, such as those developed by the National Treasury and other line sector departments' legislated competency requirements need also be taken into consideration during the PDP process.

2. Competency Modelling

The purpose of this Agreement is to:

The CoGTA has decided that a competency development model will consist of both managerial and occupational competencies:

- Managerial competencies should express those competencies which are generic of all management positions.
- Occupational competence refers to competencies which are job/function specific.

3. Compiling the personal development plan attached as the appendix

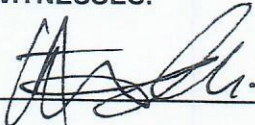
The Municipal Manager, in consultation with the employee is to compile a Personal Development Plan. The PDP has 7 columns that need to be completed. Appendix A serves as the Action Plan for the PDP


3.1. Column 1: Skills/Performance GAP.

1. Skills /Performance Gap (in order of priority)	2. Outcomes Expected (measurable indicators: quantity, quality and time frames)	3. Suggested training and / or development activity	4. Suggested mode Of delivery	5. Suggested Time Frames	6. Work opportunity created to practice skill / development area	7. Support Person
<i>E.g. 1. Appraise Performance of Managers</i>	<i>The manager will be able to enter into performance agreements with all managers reporting to him / her, appraise them against set criteria, within relevant time frames</i>	3. Suggested training and / or development activity	4. Suggested mode of delivery	5. Suggested Time Frames	6. Work opportunity created to practice skill / development	7. Support Person
Municipal Governance			Contact /online	6 month		


Thus done and signed at Makhedo on this the 13th day of Sept 2022

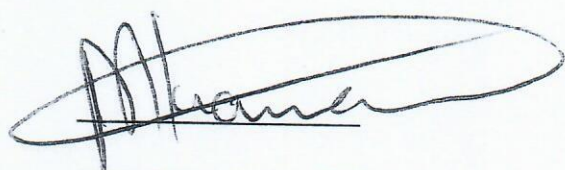
AS WITNESSES:

- 1.  _____
- 2. _____

 _____
EMPLOYEE
DENGA GRACE SIBOIBOI

AS WITNESSES:

- 1. _____
- 2.  _____

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MUNICIPAL MANAGER
KENT MBAVHALELO NEMANAME