



# social development

Department:  
Social Development  
REPUBLIC OF SOUTH AFRICA

## SERVICE SPECIFICATIONS FOR FUNDING OF NATIONAL BODIES DEPARTMENT OF SOCIAL DEVELOPMENT

FINANCIAL YEAR: 2015/16

**DIRECTORATE: CHILD PROTECTION**

**AIM: PROVIDE APPROPRIATE AND ACCESSIBLE PROGRAMMES AND SERVICES TO PROTECT CHILDREN**

### SERVICES REQUIRED

OBJECTIVES	ACTIVITES	OUTCOMES
1. Facilitate transformation of services in accordance with the Children's Act, 2005	<ul style="list-style-type: none"><li>• Accessibility of services</li><li>• Equitable distribution of services and resources in rural and urban areas</li><li>• Community based services</li><li>• Management boards and structures must be in line with relevant legislation</li><li>• Building management and financial capacity of emerging and disadvantage non-profit organizations</li><li>• Provision of integrated services that responds appropriately to the needs of the community</li><li>• Recognizing strengths and capacity for empowerment</li></ul>	Effective and efficient transformed provincial DCPOs.


OBJECTIVES	ACTIVITES	OUTCOMES
	<ul style="list-style-type: none"> <li>• Maximizing utilization of resources available in the community</li> <li>• Monitor transformation of Child and Youth Care Centres in line with the National Transformation Strategy and the Children's Act.</li> <li>• Quarterly progress reports on the transformation of CYCCs</li> <li>• Ensure that all CYCCs are registered and operate and are managed in accordance with the Children's Act, 2005</li> <li>• Ensure all CYCCs undergo a quality assurance process</li> <li>• Develop, review, approve and disseminate policies and other relevant documents</li> <li>• Ensure equitable spread of service delivery on prevention, early intervention, statutory and rehabilitation services based on the community profiles and needs.</li> <li>• Ensure that child abuse cases are reported to the National Child Protection Register.</li> <li>• Ensure that prospective foster and adoptive parents are screened against the CPR: Part B.</li> <li>• Ensure that the head of all DCPO/shelters/facilities/temporary safe care/CYCC screen persons that work with, care for or in contact/access with children.</li> <li>• Ensure that all local DCPOs</li> </ul>	


OBJECTIVES	ACTIVITES	OUTCOMES
	<p>are quality assured annually.</p> <ul style="list-style-type: none"> <li>• Ensure that one DCPO that was quality assured, scaled up their services according to the Prevention and Early Intervention Guidelines.</li> <li>• Report any violations to Provincial DSD and take appropriate steps.</li> <li>• Compile and submit annual reports on child protection as prescribed by the Children's Act.</li> <li>• Ensure that all staff is informed on legislation requirements Attending the National Child Care and Protection Forum to provide progress on the implementation of the Children's Act.</li> <li>• Ensure that DCPO participates in provincial, regional/district and local level on the child protection forum.</li> </ul>	
<p>2. Capacity Building of management, professional staff, social workers, volunteers and affiliated DCPO.</p>	<ul style="list-style-type: none"> <li>• Ensure that all professional and support staff are trained on child protection services in line with the provisions of the Children's Act, Regulations, National Norms and Standards, other relevant legislation and Policies..</li> </ul>	<p>Capacitated and skilled staff</p>
<p>3. Network on national, provincial, regional and local levels to</p>	<ul style="list-style-type: none"> <li>• Affiliated DCPO participates in forums (NCPC), with other services providers, departments and communities.</li> <li>• Coordinate meetings activities</li> </ul>	<p>Informed national, provincial, regional and local structures</p>

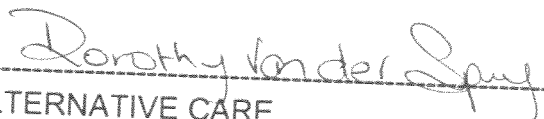
OBJECTIVES	ACTIVITES	OUTCOMES
expand, advocate, facilitate services on those areas which needs services	<p>in communities regarding child protection services</p> <ul style="list-style-type: none"> <li>• Communicate policies and priorities to ensure quality service delivery.</li> <li>• Participation in national Child Protection events.</li> <li>• Actively participates nationally and locally in consultative forums on the amendment of the Children's Act.</li> <li>• Honor national days in partnership with stakeholders</li> </ul>	<p>Participation of levels of service providers</p> <p>Shared knowledge, resources, policies and legislation.</p>
4.Sound Financial Management	<ul style="list-style-type: none"> <li>• Comply with PFMA requirements</li> <li>• Effective risk management</li> <li>• Keeping of relevant registers/filing on assets, procurement etc.</li> <li>• Audited financial reports Business plans that comply with the Financial Award Policy of DSD.</li> <li>• Performance Management Plan in place, discussed, evaluate with staff members</li> <li>• Developed, implement, evaluate human resource management plan.</li> <li>• Adherence to the contract entered into and signed with the Department of Social Development</li> </ul>	Functional DCPO
5. To conduct research on issues pertaining to Child	<ul style="list-style-type: none"> <li>• Indicate or specify research topic</li> <li>• Outline the steps to be taken to conduct the research</li> <li>• Indicate if the research will be</li> </ul>	Research conducted

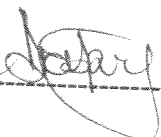
OBJECTIVES	ACTIVITES	OUTCOMES
	quantitative or/and qualitative. <ul style="list-style-type: none"> <li>• Provide a report on the findings of the research</li> </ul>	
6. Effective information management system on children in place.	<ul style="list-style-type: none"> <li>• Collection, analysis and monitoring of statistical data.</li> <li>• Database of children in the child protection system.</li> <li>• Tracking system of children in alternative care.</li> <li>• Mechanism should be in place on the regular reporting and monitoring of child protection cases.</li> <li>• Database and tracking system of intake and supervision cases for foster care and CYCC</li> <li>• Submit Form 22 to Provincial DSD.</li> <li>• Monitor all cases reported to the CPR.</li> <li>• Ensure that all new and existing staff members are screened against the Child Protection Register</li> <li>• Keep all relevant registers as prescribed by the Children's Act.</li> <li>• Ensure that the CYCCs are managed in a manner that is conducive to implement the residential care programmes</li> <li>• An effective management system must be in place to allow for the division of responsibilities between the management board and centre</li> </ul>	Accurate child protection data available and accessible.

OBJECTIVES	ACTIVITES	OUTCOMES
	manager of the CYCCs	

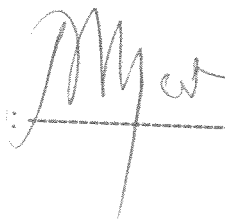
COORDINATOR 1 :  Mkatane Matomane  
 SUB-DIRECTORATE: CHILD ABUSE, NEGLECT AND EXPLOITATION

SIGNATURE :  DATE: 28/09/2014

COORDINATOR 2 :  Dorothy Vander Spuy  
 SUB-DIRECTORATE: ALTERNATIVE CARE

SIGNATURE :  DATE: 25.9.2014

DIRECTOR CHILD PROTECTION: MUSA V. NGEBO-MBELE

SIGNATURE :  DATE: 25/09/14