Molo mhlekazi.

Mhle kakhulu umsebenzi owenze kwi hrhelp,

Enkosi, ndiyabulela kakhulu.

I have however noticed a gap and this is an oversight from my side.

My tools are not meant to be one sided, they are meant to cover both sides and I have noted hrhelp is employer centric with nothing for employees or individuals.

I want us to first plan how are we going to intergrate this

- first we need to have a comprehensive template list ofindividual/ prospective employee/ indivudual employers, a family business related templates

- I want us to map the cycle of hr related forms and sevices individuals need.

For this lets use an actual scenario, my scenario and this is not theoritical; you are now also helping me plan my family business

- I am formalising all my efforts into a family business that is going to involve everyone, starting from the children Milanie is 7 months, Azora is 4 years old, Mila is 6 years old, Sazi is 7 years old, Milande is 8 years , my 15 year old nephew Solo

The family business will own all ventures including safetyhelp, legalhelp, flamea , hrhelp etc

* The registration ownership will be as follows
  + 60% me, 20% Visa & 20% my mother,
  + Half of Visa’s stake she hold’s in trust for Solo who I am grooming along with the other kids
  + My stake in time as the kids grow will eventually go to my son primarily and the rest of the kids but they need to earn it; the target for the first transfers is 25 years, not at the same time but small bit for every child depending on their character, contribution, behaviour etc
  + My mother’’s stake she holds in trust for Tina and Kwakho and in 5 years will gradually bring them as directors but they ned to earn it
  + Tina has no formal employment, minimal formal work experience fractured formal education at best. But Tina is great with the kids, she is the one to worksprimarily with my mother to rn the activities of the home while I am working and Visa is at work. Tina is also the one wh is in charge of the children’s learning and she is great with teaching them, helping mila with her homework , making sure the kids are focus and fed. Tina has a very outgoing character, she has always loved singing and social activities so my plan is for her to start on a path to manage all the communication activities for the family, but the primary platform she will be associated with si sazi.life she will be involved in the curriculum development, recording the activities, translations, videos for content and promtion and marketing the brand. She works very well with kwakho and Kwakho also has minimal work experience, an hr qualification but also is great with th children. The venture that she will be primarily associated with hrhelp in line with her background.
  + While everyone will be involved with the whole business in the background for accountability I need each of them to have a brand they will be responsible for and grow.
  + So Tina for example will do all the communication for the family venture as her primary role but she will also be responsible overall for sazi.life. Kwakho’s primary role will be o curriculum development and teachiung activities but she will also be response for hrhelp as the brand associated with her
  + It isimportant that while everyone is overall involved they have something to focus on; So we need to draft the titles and roles such that they reflect this; for example Visa will reflect as CEO SafetyHelp & MjB director; Tina’s primary role will be communications but also operations manager for sazi.lfe then kwakho’s primary role will be teaching and curriculum development and management but also the operations manager for hrhelp
  + We will first register only one entity; but as the different brands grow individually they will get their own identity as registered entities.
  + The titles need to reflect this
  + Solo is working with me and I am letting him figure out his roe but so far he is great with video and multimedia ediign tand productions so i want him on a path to expand this without restricting hom from explorign other aspects
  + Everyone is on a training path but all need powerful external holistic profiles in line with the lifecv; for this we need to develop a hrhelp lifecv template and all the other relevate templates that a person needs when starting a career, exploring a career, exploring studying, growing and so on
  + As a direct incentive remuneration will be based on the provift derived from the persons activities. Everyone is already bvenefiting from the family because whether they are employed or not they’ve says had a home but i nee them to have things they ow and pursue
  + My mother will work with mein the background to coordinate everything, she keps the family together.

- Then there are my sisters as follows

* Visa, currently employed but will leave her formal employment at the end of july 2025 and needs a resignation letter template for this. She is leaving the formal employment to come and work for the family full time. Visa will be the face of the family venture which she named Mdeni Jalamba Holdings (mjh). She has experience in administration, pharmaceuticals, https://za.linkedin.com/in/visa-mdeni-337a1633b https://za.linkedin.com/in/visa-mdeni-337a1633b https://za.linkedin.com/in/visa-sande-mdeni-386ba95b) I hav attached some information about her as well as some publicly available information).
  + Visa’s profile needs a total overhaul to present her as the CEO of SafetyHelp
  + She ha a lot of experience but most of it is informal, non credentialed
  + She has been working for a long time but because she lacked a specific professional qualification she could not progress within the formal business but she still acquired a lot of experience, for example in her job as a collections officer when she joined meril they had uncollected debt in millions, it was not her job at the time because she was in administration but ih her doing administration she started to form a relationship with all the clients meril serves, then visited them to understand what was causing their issues with meril that were causing them not to pay, she listened to the people , came back and worked with teh ceo to ensure meril processes were correct because it turned out a lot of issues were because of processes within meril, in less than 2 years she has clawed back more than 1.6 million which meril had almost written off, this was not even in her scope but she did not get any recognition for that not even a financial incentive. One of the goals is that she will resign but at the same time present meril with a proposal to render exactly the same services she did for them including collections , health and safety and risk management because she identified a lot of theft, lack of controls ; but the primary focus is going to be on health and safety as well as collections. She needs to have a resignation letter template, then a business proposal template (the business proposal template is caterfor on docuhelp) so she needs to have all the hr related forms first to facilitate her exit from the company leaving amicable because now as a business owner she neds to leverage on the relationships se has formed. Visa stays in the same householsa me, the only people who dont stay here is my sister Kwakho (1992 september) who stays with her boyfriend and baby Milani. Visa has other interest, she is the mother to Solo and Mila, she is very active and takes care of her health, believes in natural hebal medicine whish she has been learning about and implementing on the side running it as a business
  + I need all of thm to have powerful profile that leverage on the skills they poses wholistically.
  + It is also critical to note that all of them have my backing, whatever they lack i HAVE. I am the one afterall who buit everything and th vision and they have full access to me, have my ll support and backing so while they can fully stand on their own where they fall short i complement them. Similarly the complement me, i’m happy to make everything work in the background and while I can tolerate socialising and being the the public this is only when necessary, I’d rather be at home working or doing some other thing, but they like the public.
  + The business will be run from home and visa will initially be the one who goes out to market the business with everyone supporting her form the background
* You will note as this is a family business there are a lot of complexities but i need someone to be able to navigate that from the toolsin the portfolio, if a tool is not hr then we can put it on docuhelp, docuhelp has all the overall documents while hrhelp docus on hr related, safetyhelp on safey related and so on
* I need the individuals to be abe to do thor own career paths, map their future, plan their education, record the experience they accumiuna;te formal or informal, especially informal, buld a life cv as they go along
* Yes, mjh is exclusively a family business; no one who does not descend from my father and mother can ever have ownership stake on the family business. I am strict that proof of relationship be a prerequisite, for example if Solo has a son or daughter the son or daughter qualifies subject to dna testing; this is a condition for all my kids and grandkids to avoid a situation where they are accused of being fathers, they accept responsbility only to later learn that the kids were ot theirs, i cant have the family be exposed to that emotional trauma let alone my male descendants from my parents
* The business will have models to partner with other people, for example I want to explore a structure where I build the tool and the family owns it but we go into partnership with someone who will be rspobsible for all operational aspect of that business , partnership is 50/50 for a prescribed duration and risk based; someone specifies a tool they want , i develop it based on their input but to be generic enough to be part of the ecosystem; the partner enters into a 5 yea agreement and for that period they are the face and operations, after that period the partnership is reviewed and the intention is to keep partnerships as long as possible because i dont want to be involved with operations but also i want partners to know partnerships can be terminated if either party fails to comply to the terms and termination means i keep all th ip, the partner can only use my ip lie all the other users

So i need you to do the following documents;

* I need a comprehensive template list to address the gaps in hr help but aso the gaps overall witht eh templates, if a template is not for hr help you can mention it and suggest where it should be and I will sort that
* Then i need comprehensive document outlining the mjh venture including everything, from this document we will totally revamp the family venture website