



DIRECTORATE CORPORATE SUPPORT SERVICES BRANCH: WELLNESS PROGRAMME

Presentation Progress Report

July 2017 – January 2018

07/02/2018

OVERVIEW OF BRANCH WELLNESS PROGRAMME

CORE FUNCTION OF THE BRANCH

Core function of the Branch is holistical Wellness of all the Employees and Councillors.

The Branch is assisting Employees and Cllrs through EAP (Employee Assistance Programmes) with the aim of improving the quality of life of all Employees and Cllrs by providing support and assistance in order to alleviate the impact of every day challenges being in the spheres of work, personal life and family life.

STAFF COMPLEMENT AND OPERATIONAL AREA

- ▶ The Branch comprises of 7 officials
- ▶ Only 2 Registered Social Workers
- ▶ The Branch is providing services to 2 600 employees and 72 Cllrs within all 6 Units of Matjhabeng Municipality.

STRATEGIC OBJECTIVES OF EAP

The EAP Programme assists Managers and Supervisors to appropriately deal with challenges that confront Employees and Cllrs in the workplace.

1. Assists Employees and Cllrs to seek Professional Help for challenges that impact on their work as well as their interpersonal relationships at work.
2. Promote co-operation and improve motivation and morale in order to improve productivity and workplace efficiency.
3. Reduce Absenteeism , Staff Turnover, Interpersonal Conflict and Grievances.
4. Provide Employees and Cllrs with Life Skills, Awareness and Educational Programmes that promote Healthy Lifestyle and Coping Skills.



REFERAL SYSTEM

Internal referral

Voluntary referral

Informal referral

Formal referral

External referral

Union

Family members

EAP (EMPLOYEE ASSISTANCE PROGRAMMES)

Awareness Campaigns:

Campaigns	Number
Financial Management	8
Consumer Awareness	3
Health Awareness	9
Consumer Awareness (rights)	4
HIV/AIDS Day celebrations	1
Total Campaigns conducted	25

EAP CASES

Nature of the Problem	Number
Absenteeism (illness) & Abscondment	3
Alcohol abuse	1
Depression	1
Mental illness	3
Trauma	5
Family dispute	1
Guardianship	1
Financial problems	3
IOD	1
Transfers	5
Relationship problems	1
Marital problems	1
Enquiry about training & courses	1
Assault & trauma	1
Child neglect	3
Total cases attended	31

PAUPER, INDIGENT (DESTITUTE) & UNKNOWN BURIALS

To assist members of the community who are destitute to bury their loved ones in dignity.

A Total of 45 Pauper Burials were done.

YEAR PLAN

The Branch compiled a year plan which is in line with National Health Calendar.

All the Programmes of the Branch are corresponding with the activities reflecting in in the Health Calendar .



THANK YOU !!