

Ikhhalenda ye-Quality Management System (QMS) yamaziko emfundo yangowama-2023

JANUWARI	FEBRUWARI	MATSHI
<ul style="list-style-type: none"> • Okwenziwa yi-SMT: Ukuhlalutywa kwamanqaku e-apreyizali aqokelelweyo onyaka ukwenzela ukwazisa iProgram yoPhuhliso lwaBasebenzi (SDP). • Okwenziwa yi-SMT: Ukuqinisekisa ukuba imisebenzi ye-QMS iyavela kwikhalenda yesikolo: <ul style="list-style-type: none"> ❖ Ukugqitywa kweziCwangciso zoMsebenzi (SMT) ❖ Ii-apreyizali zaphakathi enyakeni ❖ Ii-apreyizali zonyaka • Okwenziwa yi-SMT: Uqeqesho lwe-QMS (abasanda kuqeshwa/abasanda kunyuselwa) • Okwenziwa yi-SMT: Ukuchazela abasebenzi inkqubo yesiCwangciso sezoLawulo se-QMS neProgram i-SDP • Okwenziwa yi-SMT: iyadibana ukwenzela ukuqokumbela iziCwangciso zoMsebenzi ukulungiselela ukusayinelwa kwazo. 	<ul style="list-style-type: none"> • Okwenziwa yi-SMT: IziCwangciso zoMsebenzi ziyasayinelwa ngumphathi omkhulu osondeleyo ngokwesikhundla: <ul style="list-style-type: none"> ❖ Ikopi eprintiweyo ifayilishwe esikolweni. ❖ Ikopi ka-excel yekhompuyutha ifakwe kwi-CEMIS. • UPhuhliso lweZakhono noBuchule booTitshala: uqeqesho nenkxaso • Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP. 	<ul style="list-style-type: none"> • UPhuhliso lweZakhono noBuchule booTitshala: uqeqesho nenkxaso • Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP.
APRELI	MEYI	JUNI
<ul style="list-style-type: none"> • Okwenziwa yi-SMT: Uqeqesho lwe-QMS (abasanda kuqeshwa/abasanda kunyuselwa) • Abaphathi bamacandelo babeka esweni inkqubela phambili yeziCwangciso zoMsebenzi ze-SMT. • Okwenziwa yi-SMT: Ii-apreyizali zaphakathi enyakeni. • Ukuzivavanya (ukuziqhelanisa nezixhobo nenkqubo ye- apreyizali ukulungiselela i- apreyizali) • Okwenziwa yi-SMT: Ukukhutshwa kwethayimthebile yee-apreyizali zaphakathi enyakeni (ukuqwalaselwa kwesifundo) • Okwenziwa yi-SMT: Ukubeka esweni iProgram i-SDP • Ukulungiselela ii-apreyizali zaphakathi enyakeni. 	<ul style="list-style-type: none"> • Ukuqalwa kwee-apreyizali zaphakathi enyakeni. • UPhuhliso lweZakhono noBuchule booTitshala: uqeqesho nenkxaso. • Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP. 	<ul style="list-style-type: none"> • Ukugqitywa kwee-apreyizali zaphakathi enyakeni • UPhuhliso lweZakhono noBuchule booTitshala: uqeqesho nenkxaso. • Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP
JULAYI	AGASTI	SEPTEMBER
<ul style="list-style-type: none"> • Abaphathi bamacandelo babeka esweni inkqubela phambili yeziCwangciso zoMsebenzi ze-SMT. • Okwenziwa yi-SMT: Ukuhlalutywa kwamanqaku e-apreyizali yaphakathi enyakeni katitshala ngamnye okwazisa uqeqesho nenkxaso efanele utitshala ngamnye. • Okwenziwa yi-SMT: Uqeqesho lwe-QMS (abasanda kuqeshwa/abasanda kunyuselwa) • Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP • I-SMT ibeka esweni iziCwangciso zoPhuculo lweNtsebenzo (PIPs) 	<ul style="list-style-type: none"> • Okwenziwa yi-SMT: Ukwenza izicwangciso zee-apreyizali zonyaka. • Ukuzivavanya (abasanda kuqeshwa/abasanda kunyuselwa) • Okwenziwa yi-SMT: Ukukhutshwa kwethayimthebile yee-apreyizali zonyaka (ukuqwalaselwa kwesifundo) • UPhuhliso lweZakhono noBuchule booTitshala: uqeqesho nenkxaso. • Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP. • Ukulungiselela ii-apreyizali zonyaka. 	<ul style="list-style-type: none"> • Ukuqalwa kwee-apreyizali zonyaka • UPhuhliso lweZakhono noBuchule booTitshala: uqeqesho nenkxaso. • Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP.

OKTOBHA	NOVEMBA	DISEMBA
<ul style="list-style-type: none"> Abaphathi bamacandelo babeka esweni inkqubela phambili yeziCwangciso zoMsebenzi ze-SMT. Ukugqitywa kwee-apreyizali zonyaka. Okwenziwa yi-SMT: Isicwangciso se-QMS sangowama-2024. Okwenziwa yi-SMT: Uqeqesho lwe-QMS (abasanda kuqeshwa/abasanda kunyuselwa) UPhuhliso lweZakhono noBuchule booTitshala: uqeqesho nenkxaso. Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP. 	<ul style="list-style-type: none"> Okwenziwa yi-SMT: Ukumodareyithwa kwangaphakathi kwamanqaku aqokelelweyo olawulo lwentsebenzo. Ukungeniswa: kwamanqaku aqokelelweyo ngemihla emiselwe isithili ngasinye. Okwenziwa yi-SMT: UkuBhalwa kweziCwangciso zoMsebenzi zize zifakwe kwiSistim ye-CEMIS. Okwenziwa yi-SMT: IProgram i-SDP yenziwe ngokovavanyo olushwankathelayo lwango-2023. Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP. I-SMT ibeka esweni ii- PIPs. 	<ul style="list-style-type: none"> Okwenziwa yi-SMT: Ukuqinisekisa ukuba imisebenzi ye-QMS iyavela kwikhalenda yesikolo ukulungiselela owama-2024.
UMSEBENZI		IMIHLA ESIKIWEYO
➤ Ukugqityezelwa kweziCwangciso zoMsebenzi, zisayinelwe ngabaphathi bamacandelwana zize zifakwe kwiSistim ye-CEMIS.		24 Februwari 2023
➤ Ukugqityezelwa kwe-apreyizali yaphakathi enyakeni.		15 Juni 2023
➤ Ukungeniswa kwezatifikethi zokubeka esweni inkqubo zaphakathi enyakeni.		22 Juni 2023
➤ Ukugqityezelwa kwe-apreyizali yonyaka.		31 Oktobha 2023
➤ Ukungeniswa kwamanqaku aqokelelweyo neNgxelo i-Internal Moderation Report (ngemihla esikiweyo yesithili ngasinye)		01–17 Novemba 2023
➤ IziCwangciso zoMsebenzi eziBhaliweyo ze-SMT zifakwa kwiSistim ye-CEMIS.		30 Novemba 2023