

Ikhelenda ye-Quality Management System (QMS) yamaziko emfundo yango-2024

| JANUWARI | FEBRUWARI | MATSHI |
|---|---|--|
| <ul style="list-style-type: none"> Okwenziwa yiKomiti yoLawulo yeSikolo (SMT): Ukuhlalutywa kwamanaqaku 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) li-apreyizali zaphakathi enyakeni li-apreyizali zonyaka ITherapist/umcebisi wezeMfundo oyiNtloko udibana nesuphavyiza yesithili ukuze kugqityezelwe iSicwangciso soMsebenzi ukulungiselela ukusayinelwa kwazo. 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. Okwenziwa yiTherapist/nguMcebisi wezeMfundo oyiNtloko: IziCwangciso zoMsebenzi zisayinwe ligosa eliphetheyo eliyi-immediate senior: <ul style="list-style-type: none"> Ikopi eprintiweyo ifayilishwe esikolweni. 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. Okwenziwa yi-SMT: li-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. Okwenziwa yi-SMT: Ukuhlalutywa kwamanaqaku 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 Okwenziwa yi-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. Ukugqitywa kwee-apreyizali zonyaka. Okwenziwa yi-SMT: Isicwangciso se-QMS sango-2025. 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. ITherapisti/uMcebisi wezeMfundo oyiNtloko ubhala izicwangciso zoMsebenzi eziyidraffi kunye nesuphavayiza yesithili. Okwenziwa yi-SMT: IProgram i-SDP yenziwe ngokovavanyo olushwankathelayo lwango-2024. Okwenziwa yi-SMT: Ukubekwa esweni kweProgram i-SDP. Okwenziwa yi-SMT: Ukubekwa esweni kwe-PIPs. | <ul style="list-style-type: none"> Okwenziwa yi-SMT: Ukuqinisekisa ukuba imisebenzi ye-QMS iyavela kwikhalenda yesikolo ukulungiselela owama-2025. |
| UMSEBENZI | | IMIHLA ESIKIWEYO |
| <ul style="list-style-type: none"> Ukugqityezelwa kweziCwangciso zoMsebenzi, zisayinelwe ngabaphathi bamacandelwana zize zifakwe kwisistim ye-CEMIS. | | 23 Februwari 2024 |
| <ul style="list-style-type: none"> Ukugqityezelwa kwe-apreyizali yaphakathi enyakeni. | | 07 Juni 2024 |
| <ul style="list-style-type: none"> Ukungeniswa kwezatifikethi zokubeka esweni inkqubo zaphakathi enyakeni. | | 13 Juni 2024 |
| <ul style="list-style-type: none"> Ukugqityezelwa kwe-apreyizali yonyaka. | | 31 Oktobha 2024 |
| <ul style="list-style-type: none"> Ukungeniswa kwamanqaku aqokelelweyo neNgxelo i-Internal Moderation Report (ngemihla esikiweyo yesithili ngasinye) | | 01–15 Novemba 2024 |
| <ul style="list-style-type: none"> IziCwangciso zoMsebenzi eziyidraffi zifakwa kwisistim ye-CEMIS. | | 30 Novemba 2024 |