

## Workshop Program - 2024

Thursday, 10 October 2024	
08:30 – 09:30	Registration
09:30 – 09:50	Workshop announcements: Peet du Plessis
09:50 – 10:00	Welcome by the chairperson of the RAEI Management Committee, <a href="#">Ms Kaylin Hollenbach, UWC</a>
<b>Session 1: Workshop</b> 10:00 – 11:00	<i>Taxation &amp; Statutory update workshop</i> Facilitator: Dumisa Sihawu, Head of Global Employer Services, BDO Tax Services <b>Note:</b> Registrants are invited to submit their tax and related questions to reach the administrator at least one week before the workshop to collate in order that the facilitator can prepare for specific questions to include in this workshop
11:00 – 11:20	Refreshments
<b>Session 2: Workshop</b> 11:20 – 12:15	<i>Taxation &amp; Statutory update workshop - continued</i>
<b>Session 3: Paper</b> 12:15 - 13:00	Topic: <i>The best practice in Higher Education on study benefits offered to staff and the tax implications thereof.</i> Presenter: Mr Ajai Ramji, Deputy Director Payroll: NMU
<b>13:00 – 14:00</b>	<b>Lunch</b>
<b>Session 4: Break-away groups</b> 14:00 – 15:10	<b>Topics:</b> ( <b>Note:</b> RAEI Members are invited to submit additional topics for this session or propose speakers that can be invited to talk on these topics) <b>Group A:</b> Facilitators: Ajai Ramji, NMU and Kaylin Hollenbach, UWC Topic: <ul style="list-style-type: none"> <li>The two-pot retirement system and what are the implications for employees at HEI's.</li> </ul> <b>Group B:</b> Facilitator: Valentina Shivute, Namcol and Peet du Plessis. Topic: <ul style="list-style-type: none"> <li><i>Managing Wrong Hires in Higher Education: Legal Frameworks and Institutional Best Practices</i> – Discussion leader: <a href="#">Dr Queen Ambe, UMP</a> This topic captures both the practical and legal dimensions of dealing with a wrong hire in the context of higher education. It allows for an exploration of the procedures and policies that institutions can implement and the legal considerations and constraints they must navigate when addressing such situations.</li> </ul>
<b>15:10 – 15:30</b>	<b>Refreshments</b>
<b>Session 4 (continued):</b> 15:30 – 16:00	Feedback from the break-away group discussions
<b>Session 5: Team building</b> 16:00 – 16:50	Teamwork Fun Event – <b>“Make a video clip”</b> – Delegates from various institutions are allocated to teams for this event to promote interaction between colleagues of other institutions, and to win the prizes.  <b>Rules for the Team Competition</b> will be made available to the teams at the commencement of the conference. The Team allocations / name lists will be displayed on the entrance doors of the conference hall. <a href="#">Adjudicators: RAEI Man Com members</a>
19:00 – 23:00	Informal fun dinner & dance at the Protea Hotel OR Tambo w/lt DeeJay Mark <b>Theme: “Wear a fun hat”</b> Dress code: Smart informal, but <b>the fun hat</b> that you wear could win you a prize 😊 (Wearing a fun hat is not compulsory)

### Administered by:

Peet du Plessis – Sole Proprietorship

t/a Best Practice Forums & Events

180 Walnut str. Moreleta Park, Pretoria, 0181

T: +27 (0)82 651 6364 Email: [stephandup1956@gmail.com](mailto:stephandup1956@gmail.com) Web: [www.raei.co.za](http://www.raei.co.za)



Adjudication panel for prizes: Ms Kaylin Hollenbach and Mr Ajai Ramji

**Program:**

19:00: Guests to be taking up their seats – no tables or seats are reserved. You are free to sit where you like.

19:00 – 19:30: Prize-giving for the winning teams of the video clips. There will also be a few fun prizes as well.

19:30 – 20:30: Buffet dinner

After dinner: Dancing with Dee Jay Mark till late (+23:00).

**Note:** There will be several bottles of wine and fruit juices on the tables. Should you wish to have anything else to drink, there is a **full cash bar** available. (No own liquor is allowed).

**Friday, 11 October 2024**

Breakfast and hotel check-outs 07:30 – 08:45	Delegates are given the opportunity to check-out at the hotel reception after breakfast as their normal check-out time is at 10:00
08:45 – 09:00	Lucky draw
Supplier presentations 09:00 – 09:15	Participating suppliers to the Payroll and HCM functions are given the opportunity to introduce their services and products.
<b>Session 6: Paper</b> 09:15 – 10:05	Topic: <i>Mental Health for Employees in Higher Education Institutions</i> . Presenter: Valentina Shivute, Senior HR Officer: Namibia College for Open Learning
<b>Session 7: Paper</b> 10:05 – 10:55	Topic: <i>Strategies for Digital Transformation</i> Presenter: Mr Johana Chemana, HR/Payroll Support Consultant, Adapt IT – Education Division
<b>10:55 – 11:15</b>	<b>Refreshments</b>
<b>Session 8: Paper</b> 11:15 – 12:05	Topic: <i>Balancing the Scales: An Investigation into Vice Chancellor Pay Disparities in South African Public Universities</i> Presenter: Dr Queen Ambe, Director: Management Accounting, Budgets and Payroll, University of Mpumalanga
<b>Session 9: AGM</b> 12:10 – 13:00	17 <sup>th</sup> Annual General Meeting of RAEI Chairperson: Ms Kaylin Hollenbach, UWC The agenda and previous minutes will be published on the conference webpage at: <a href="https://www.raei.co.za/workshops/2024-workshop-agm/">https://www.raei.co.za/workshops/2024-workshop-agm/</a>
13:00 – 13:10	Evaluation and <b>lucky draw – You must be present to win this lucrative prize!</b>
<b>13:10 – 14:15</b>	<b>Lunch and goodbyes</b>