



## PLEASE READ THIS FIRST

## SECTION A: EMPLOYER DETAILS &amp; INSTRUCTIONS

## PURPOSE OF THIS FORM

This form enables employers to comply with Section 21 of the Employment Equity Act 55 of 1998, as amended.

This form contains the format for employment equity reporting by designated employers to the Department of Employment and Labour.

## WHO COMPLETES THIS FORM?

All designated employers. Employers who wish to voluntarily comply with Chapter 3 of the Act are also required to complete this form.

## WHEN SHOULD EMPLOYERS REPORT?

Designated employers must submit their report annually on the first working day of October or by 15 January of the following year in the case of electronic reporting.

Employers who become designated on or after the first working day of April but before the first working day of October must only submit their first report on the first working day of October of the following year.

## SEND TO:

Employment Equity Registry  
The Department of Employment and Labour  
Private Bag X117  
Pretoria 0001

Online Reporting:  
[www.labour.gov.za](http://www.labour.gov.za)  
Helpline: 0860101018

NO FAXED OR E-MAILED REPORTS WILL BE ACCEPTED

Trade name	VODACOM GROUP LIMITED
DTI registration name	VODACOM GROUP LIMITED
DTI registration number	1993/005461/07
PAYE/SARS number	7610713515
UIF reference number	U610713515
EE reference number	21601
Seta classification	MEDIA, ADVERTISING, INFORMATION AND COMMUNICATION TECHNOLOGIES AND PACKAGING
Industry/Sector	INFORMATION AND COMMUNICATION
Industry Sub Sector	Telecommunications
Bargaining Council	Other
Telephone number	VODACOM GROUP LIMITED
Postal address	PRIVATE BAG X9904 SANDTON SANDTON
City/Town	-
Postal code	2146
Province	GAUTENG
Physical address	082 VODACOM BOULEVARD VODAVALLEY COUNTRY VIEW
City/Town	HALFWAY HOUSE
Postal code	1687
Province	GAUTENG
Details of CEO/ Accounting Officer at the time of submitting this report	
Name and surname	VODACOM GROUP LIMITED
Telephone number	VODACOM GROUP LIMITED
Fax number	VODACOM GROUP LIMITED
Email address	VODACOM GROUP LIMITED
Details of Employment Equity Senior Manager at the time of submitting this report	
Name and surname	VODACOM GROUP LIMITED
Telephone number	VODACOM GROUP LIMITED
Fax number	VODACOM GROUP LIMITED
Email address	VODACOM GROUP LIMITED
Information about the organization at the time of submitting this report	
Business type	Private Sector
Number of employees in the organization	150 or more
Is your organization an organ of State?	No
Is your organisation part of a group / holding company? If yes, please provide the name.	No
Year for which this report is submitted	2021

Please indicate below the preceding twelve month period the report covers (except for first time reporting where the period may be shorter):

From (date): 01/11/2020

To (date): 31/10/2021

Please indicate below the duration of your current employment equity plan:

From (date): 01/11/2020

To (date): 31/10/2022

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- a. The report should cover a twelve month period, except for first time reporting where this may not be possible and the months covered should be consistent from year to year for the duration of the plan.
- b. Employers must complete the EEA2 and the EEA4 forms and submit them together to the Department of Employment and Labour. Reports submitted by employers to the Department may only be hand delivered, posted or submitted online by the first working day of October or by 15 January of the following year only in the case of electronic reporting.
- c. An employer who becomes designated on or after the first working day of April, but before the first working day of October, must only submit its first report on the first working day of October in the following year.
- d. "Designated groups" mean Black people (i.e. Africans, Coloureds and Indians), women and people with disabilities who are citizens of the Republic of South Africa by birth or descent; or became citizens of the Republic of South Africa by naturalization (i) before 27 April 1994 or (ii) after 26 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date but who were precluded by apartheid policies.
- e. The alphabets "A", "C", "I", "W", "M" and "F" used in the tables have the following corresponding meanings and must be interpreted as "Africans", "Coloureds", "Indians", "Whites", "Males" and "Females" respectively.
- f. "Temporary employees" are those employees employed for less than three months.
- g. Guidelines on occupational levels are provided in the EEA9 Annexure of these regulations.
- h. Numerical goals must include the entire workforce profile, and not the difference between the current workforce profile and the projected workforce profile the employer seeks to achieve at the end of its employment equity plan (EE Plan).
- i. Numerical targets must include the entire workforce profile, and not the difference between the current workforce profile and the projected workforce profile the employer seeks to achieve by the next reporting period.
- j. All areas of the form must be fully and accurately completed and submitted by employers. Designated employers who fail to observe this provision will be deemed not to have reported.
- k. Employers must not leave blank spaces, use 'not applicable' (NA) or a 'dash' (-) when referring to the value "0" (Zero) or the word "No".

## SECTION B: WORKFORCE PROFILE

## 1. WORKFORCE PROFILE

1.1 Please report the total number of employees (including employees with disabilities) in each of the following occupational levels: Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	18	6	16	31	9	5	11	10	5	0	111
Senior management	36	23	61	68	48	7	19	26	8	3	299
Professionally qualified and experienced specialists and mid-management	386	142	245	322	281	71	128	156	26	11	1768
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	625	278	146	207	696	196	115	145	8	6	2422
Semi-skilled and discretionary decision making	94	32	9	10	181	43	8	7	2	2	388
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	1159	481	477	638	1215	322	281	344	49	22	4988
Temporary employees	1	0	0	0	2	0	0	0	0	0	3
GRAND TOTAL	1160	481	477	638	1217	322	281	344	49	22	4991

1.2 Please report the total number of employees with disabilities only in each of the following occupational levels: Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	0	0	0	0	0	0	0	0	0	0
Senior management	0	0	0	1	0	0	0	0	0	0	1
Professionally qualified and experienced specialists and mid-management	2	1	0	1	2	0	1	1	1	0	9
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	7	1	1	7	2	3	0	3	0	0	24
Semi-skilled and discretionary decision making	25	4	1	2	18	5	1	0	0	0	56
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	34	6	2	11	22	8	2	4	1	0	90
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	34	6	2	11	22	8	2	4	1	0	90

## SECTION C: WORKFORCE MOVEMENT

## 2. Recruitment

2.1 Please report the total number of new recruits, including people with disabilities. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	2	0	0	0	3	0	0	1	0	0	6
Senior management	5	1	3	2	1	0	2	0	0	0	14
Professionally qualified and experienced specialists and mid-management	33	3	20	6	18	2	8	12	0	0	102
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	45	4	3	7	35	6	5	3	0	0	108
Semi-skilled and discretionary decision making	55	9	6	5	56	7	5	2	0	0	145
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	140	17	32	20	113	15	20	18	0	0	375
Temporary employees	36	7	16	8	49	5	9	5	2	0	137
GRAND TOTAL	176	24	48	28	162	20	29	23	2	0	512

## 3. Promotion

3.1 Please report the total number of promotions into each occupational level, including people with disabilities. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	0	1	0	5	0	0	1	1	0	0	8
Senior management	2	3	6	3	2	0	1	2	0	0	19
Professionally qualified and experienced specialists and mid-management	26	13	12	12	20	6	9	7	1	0	106
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	29	9	4	3	37	5	5	1	0	0	93
Semi-skilled and discretionary decision making	0	0	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	57	26	22	23	59	11	16	11	1	0	226
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	57	26	22	23	59	11	16	11	1	0	226

#### 4. Termination

4.1 Please report the total number of terminations in each occupational level, including people with disabilities.  
Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	2	0	1	0	1	0	0	1	0	0	5
Senior management	2	1	2	5	2	2	2	3	0	0	19
Professionally qualified and experienced specialists and mid-management	36	10	11	31	20	5	10	12	2	0	137
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	35	7	3	6	37	4	8	4	0	2	106
Semi-skilled and discretionary decision making	43	7	2	1	85	3	6	2	0	0	149
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	118	25	19	43	145	14	26	22	2	2	416
Temporary employees	3	1	2	1	0	0	0	1	0	0	8
GRAND TOTAL	121	26	21	44	145	14	26	23	2	2	424

## SECTION D: SKILLS DEVELOPMENT

## 5. Skills Development

5.1 Please report the total number of people including people with disabilities, who received training ONLY for the purpose of achieving the numerical goals, and not the number of training courses attended by individuals. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management	6	2	5	10	5	2	4	6	40
Senior management	15	9	27	27	24	5	9	16	132
Professionally qualified and experienced specialists and mid-management	198	78	110	156	148	44	63	84	881
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	87	13	10	9	121	17	7	3	267
Semi-skilled and discretionary decision making	271	135	66	86	316	91	46	56	1067
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	577	237	218	288	614	159	129	165	2387
Temporary employees	0	0	0	0	0	0	0	0	0
GRAND TOTAL	577	237	218	288	614	159	129	165	2387

## SECTION E: NUMERICAL GOALS &amp; TARGETS

## 6. Numerical Goals

6.1 Please indicate the numerical goals as contained in the EE Plan (i.e. the entire workforce profile including people with disabilities) you project to achieve at the end of your current Employment Equity Plan in terms of occupational levels. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	19	5	16	25	8	5	10	8	5	0	101
Senior management	36	21	51	68	46	10	20	26	6	3	287
Professionally qualified and experienced specialists and mid-management	386	136	206	320	271	68	112	140	21	11	1671
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	621	283	141	211	692	197	118	153	9	8	2433
Semi-skilled and discretionary decision making	53	23	3	7	100	28	5	7	1	1	228
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	1115	468	417	631	1117	308	265	334	42	23	4720
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	1115	468	417	631	1117	308	265	334	42	23	4720

## 7. Numerical Targets

7.1 Please indicate the numerical targets as contained in the EE Plan (i.e. the workforce profile including people with disabilities) you project to achieve at the end of the next reporting cycle, in terms of occupational levels. Note: A=Africans, C=Coloureds, I=Indians and W=Whites

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management	19	5	16	25	8	5	10	8	5	0	101
Senior management	35	21	53	69	44	10	20	26	6	3	287
Professionally qualified and experienced specialists and mid-management	373	138	213	330	257	68	116	144	21	11	1671
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	613	285	143	213	688	199	120	155	9	8	2433
Semi-skilled and discretionary decision making	47	25	3	6	103	30	6	6	1	1	228
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	1087	474	428	643	1100	312	272	339	42	23	4720
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	1087	474	428	643	1100	312	272	339	42	23	4720

## SECTION F: MONITORING & EVALUATION

### 8. Consultation

8.1 Please indicate below the stakeholders that were involved in the consultation process when developing and implementing your Employment Equity Plan and the preparation of this Employment Equity Report.

Consultation	Yes	No
Consultative body or employment equity forum	Yes	
Registered trade union (s)		No
Employees		No



## 9. Barriers and affirmative action measures

9.1 Please indicate which categories of employment policy or practice barriers to employment equity were identified. If your answer is 'Yes' to barriers in any of the categories, please indicate whether or not there are affirmative action measures developed and the time-frames to overcome them.

Categories	Barriers	Affirmative Action Measures	Timeframe for Implementation of AA Measures	
			Start Date (DD/MM/YYYY)	End Date (DD/MM/YYYY)
Recruitment Procedures	Yes	Yes	01/11/2020	31/10/2022
Advertising Positions	No	No		
Selection criteria	Yes	Yes	01/11/2020	31/10/2022
Appointments	Yes	Yes	01/11/2020	31/10/2022
Job classification and grading	No	No		
Remuneration and benefits	Yes	Yes	01/11/2020	31/10/2022
Terms and conditions of employment	No	No		
Job assignments	No	No		
Work environment and facilities	Yes	Yes	01/11/2020	31/10/2022
Training and development	Yes	Yes	01/11/2020	31/10/2022
Performance and evaluation systems	No	No		
Promotions	No	No		
Transfers	No	No		
Succession and experience planning	Yes	Yes	01/11/2020	31/10/2022
Disciplinary measures	No	No		
Dismissals	No	No		
Retention of designated groups	Yes	Yes	01/11/2020	31/10/2022
Corporate culture	Yes	Yes	01/11/2020	31/10/2022
Reasonable accommodation	No	No		
HIV and AIDS education and prevention programmes	No	No		
Assigned senior manager(s) to manage EE implementation	No	No		
Budget allocation in support of employment equity goals	No	No		
Time off for employment equity consultative committee to meet	No	No		

## 10. Monitoring and evaluation of implementation:

10.1 How regularly do you monitor progress on the implementation of the Employment Equity Plan? Please choose one.

Monthly	Quarterly
	Quarterly

10.2 Did you achieve the annual objectives as set out in your Employment Equity Plan for this period?

Yes	No	Please explain
		Our Objectives for this period were to: 1. Communicate, advocate, and create awareness of employment equity, disability. This was successfully executed via various channels including MD Townhall sessions with all employees where EE, Women Empowerment, LGBTI and Disability Rights awareness were top agenda issues. 2. Recruitment and selection: Target recruitment and promotion efforts towards maximizing African, Coloured, and Indian people with a special focus on women and people with disabilities. there has been an

Yes	<p>over improvement in the representation of designated groups especially Africans, Coloured and Indian Males at the top three occupational levels ( Top, Senior and Middle) 3. Development and retention: Focused development approach to learnership, internships, with emphasis on ACI representation, special focus on women and people with disabilities. Vodacom has partnered with Gauteng City College (GCC) to roll out skills development programs for People Living with Disabilities (PWD). The partnership agreement includes the recruitment and hosting of 50 PWD Learners to participate in a Learnership program in End User Computing (NQF 3). In 2021 we have launched an external bursary exclusively for students living with Disability as well as a Generic Management Programme (NQF 5) delivered as an Internal Learnership 4. Work Environment and facilities The following have since been enhancement amongst a few, Lifts have braille buttons Automated voice evacuation systems to all buildings including strobe lights for the hearing impaired Height adjustable desking as required Disabled parking bays in all buildings Automated Doors Our buildings provide for the wheelchair access ramp to entrances Internal doors between the various æwings and Linksâ€ have been fitted with automatic door openers making accessibility easier for persons with mobility impairment</p>
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## EEA2 Section G: Signature of the Chief Executive Officer/ Accounting Officer

Chief Executive Officer/Accounting Officer
<p>I Balesh Sharma (full Name) CEO/Accounting Officer of VODACOM GROUP LIMITED hereby declare that I have read, approved and authorized this information.</p> <p>Signed on this 8<sup>th</sup> day of December (month) year 2021</p> <p>At (place) : Midrand</p>  <p>Chief Executive Officer/Accounting Officer</p>