

REGIONAL MODEL

DEPARTMENT OF AGRICULTURE

PURPOSE: TO PROMOTE AGRICULTURE THROUGH OPTIMAL PRODUCTION AND DEVELOPMENT

FUNCTIONS:

1. Render agriculture support services.
2. Improve agricultural education and training.
3. Promote production and farm systems technology.
4. Undertake agricultural engineering and soil conservation services.
5. Render provincial state veterinary services.
6. Provide administrative support services.
7. Render a departmental liaison service.

1 x Chief Director
1 x Secretary

DIRECTORATE: AGRICULTURAL REGIONAL SUPPORT SERVICES

PURPOSE: TO RENDER AGRICULTURAL SUPPORT SERVICES.

FUNCTIONS:

1. Provide agricultural advisory services.
2. Promote the upliftment of the rural household (Home Economics).
3. Render a provincial agricultural library service.
4. Render departmental liaison service.

3 x Director
3 x Secretary

SEE PAGE 1

DIRECTORATE: VETERINARY SERVICES

PURPOSE: TO RENDER A PROVINCIAL STATE VETERINARY SERVICE.

FUNCTIONS:

1. Render a veterinary public health service.
2. Render animal health regulatory veterinary service.
3. Render a veterinary laboratory service.

1 x Director
1 x Secretary

SEE PAGE 5

DIRECTORATE: AGRICULTURAL PRODUCTION TECHNOLOGY

PURPOSE: TO PROMOTE PRODUCTION AND FARM TECHNOLOGY

FUNCTIONS:

1. Develop and adapt production technology.
2. Promote sound and sustainable resource management and planning
3. Maintain departmental farm services
4. Undertake agricultural engineering services

1 x Director
1 x Secretary

SEE PAGE 3

DEPARTMENT OF AGRICULTURE
<p>PURPOSE: TO PROMOTE AGRICULTURE THROUGH OPTIMAL PRODUCTION AND DEVELOPMENT</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Render agriculture support services. 2. Improve agricultural education and training. 3. Promote production and farm systems technology. 4. Undertake agricultural engineering and soil conservation services. 5. Render provincial state veterinary services. 6. Provide administrative support services. 7. Render a departmental liaison service.

1 x Chief Director
1 x Secretary

DIVISION: LIAISON SERVICES
<p>PURPOSE: TO RENDER A DEPARTMENTAL LIAISON SERVICE.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Promote the image of the Department. 2. Liaise with the community on agricultural matters. 3. Render a public relation service

1 x Asst Director Liaison
4 x Liaison Officer

SUB DIRECTORATE: AGRICULTURAL EDUCATION AND TRAINING
<p>PURPOSE: TO IMPROVE AGRICULTURAL EDUCATION AND TRAINING</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Undertake formal agricultural training. 2. Promote non-formal agricultural training.

1 x Dep Director

SEE PAGE 2

SUB-DIRECTORATE: ADMINISTRATIVE SUPPORT
<p>PURPOSE: TO PROVIDE ADMINISTRATIVE SUPPORT SERVICES</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Provide a personnel management service. 2. Provide a financial management services. 3. Render efficient logistical service. 4. Provide financial assistance to agricultural communities.

1 x Deputy Director

SEE PAGE 6

SUB-DIRECTORATE: RESOURCE CONSERVATION
<p>PURPOSE: TO PROMOTE RESOURCE CONSERVATION</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Physical planning of farm units. 2. Protection of cultivated land against water and wind erosion. 3. Planning and designing soil conservation structures. 4. Render other resource conservation services.

1 x Deputy Director

SEE PAGE 4.3

DIRECTORATE: AGRICULTURAL REGIONAL SUPPORT SERVICES

PURPOSE: TO RENDER AGRICULTURE SUPPORT SERVICE.

FUNCTIONS:

1. Render a Provincial liaison service.
2. Provide agricultural advisory services.
3. Promote the upliftment of the rural household (Economics).

3 x Director

SUB-DIRECTORATE: AGRICULTURAL ADVISORY SERVICE

PURPOSE: TO PROVIDE AGRICULTURAL SUPPORT SERVICE.

FUNCTION:

1. Render an advisory service with regard to:
 - Horticulture;
 - Crop production;
 - Animal production;
 - Livestock improvement;
 - Farm management;
 - Land use planning;
 - Resource conservation and utilization;
 - Young farmers club;
 - Aqua culture;
 - Farming systems.

4 x Deputy Director
 5 x Assist Director
 48 x Agric Scientist
 31 x Admin clerk

94 x Agric Dev Tech
 137 x General Assist
 3 x Personal Sec
 16 x Typist

SUB-DIRECTORATE: AGRICULTURAL HOME ECONOMICS

PURPOSE: PROMOTE THE UPLIFTMENT OF THE RURAL HOUSEHOLD.

FUNCTIONS:

1. Promote home management skills.
2. Promote home industries and agro business.
3. Co-ordinate the development of labour saving devices and new products in the home.
4. Provide an advisory service with regard to:
 - Forming household;
 - Household food security;
 - Community gardens; and
 - Home industries.

1 x Deputy Director
 99 x Agric community Tech
 3 x Registry clerk
 9 x Telephonist

SUB-DIRECTORATE: EDUCATION AND AGRICULTURAL TRAINING	
<p>PURPOSE: TO IMPROVE AGRICULTURE EDUCATION AND TRAINING.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Undertake formal agricultural training. 2. Promote non-formal agricultural training. 3. Render provincial library service. 	<p>PURPOSE: TO IMPROVE AGRICULTURE EDUCATION AND TRAINING.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Undertake formal agricultural training. 2. Promote non-formal agricultural training. 3. Render provincial library service.
1 x Dep. Director	

<p>Section: Farm support services</p> <p>1 x Chief farm manager 69x labourer 1</p> <p>3 x Farm foreman 3x labourer 11</p> <p>2 x artisans 7x cleaner</p> <p>2 x general foreman 2x gen store asst</p> <p>3 x drivers 2x yard labour</p> <p>3 x tractor drivers</p> <p>27 farmhelp 1</p>
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<p>Section: Administration</p> <p>1x Head prov admin clerk</p> <p>2 x Sen prov admin clerk</p> <p>1x Sen admin clerk 1x Sen housekpr</p> <p>1x Sen registry clerk 1x Sen receipt</p> <p>2x Sen typist 1x Sen account clerk</p> <p>1x Typist 1x Storeman</p> <p>1x computer clerk 2x Housekeeper</p>
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(see page 3.1)

(see page 6)

DIVISION: FORMAL TRAINING
<p>PURPOSE: TO UNDERTAKE FORMAL AGRICULTURAL TRAINING.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Equip and maintain centers. 2. Train prospective farmers and agriculturists. 3. Issue diplomas. 4. Undertake student counseling.

- 3 x Assistant Director
- 15 x Agric Scientist
- 12 x Agric Dev Tech
- 6 x Artisan Instructors

DIVISION: NON-FORMAL TRAINING
<p>PURPOSE: TO PROMOTE NON-FORMAL AGRICULTURAL TRAINING.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Re-orientated staff. 2. Analyze and identify community needs. 3. Train emerging farmers. 4. Train and improve the standard of farm workers. 5. Update agricultural teachers and agriculturists.

- 3 x Assistant Director
- 15 x Agric Dev Tech
- 9 x Community agric tech.
- 6 x Agric scientist

DIVISION: PROVINCIAL LIBRARY SERVICE
<p>PURPOSE: TO RENDER A PROVINCIAL AGRICULTURAL LIBRARY SERVICE.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Acquire agricultural library material. 2. Pack material. 3. Publicize information. 4. Make library material available to users. 5. Maintain library records.

- 1 x Chief Librarian
- 2 x Sen Librarian
- 3 x Admin clerk

DIRECTORATE: AGRICULTURAL PRODUCTION TECHNOLOGY	
PURPOSE: TO PROMOTE AGRICULTURAL TECHNOLOGY RESOURCE; LAND USE MANAGEMENT AND AGRICULTURAL ECONOMIC SERVICES.	FUNCTIONS: 1. Develop and adapt agricultural technology. 2. Promote sound and sustainable resource management and land use planning. 3. Co-ordinate agricultural economic advisory services. 4. Undertake agricultural engineering services.

1 x Director
1 x Secretary

SUB-DIRECTORATE: AGRICULTURAL TECHNOLOGY	
PURPOSE: TO DEVELOP AND ADAPT AGRICULTURAL TECHNOLOGY.	FUNCTIONS: 1. Develop plant production technology. 2. Develop animal production technology. 3. Develop adapted farm and systems technology and farming systems models. 4. Maintain departmental farm services.

1 x Deputy Director

SEE PAGE 3.1

SUB-DIRECTORATE: RESOURCE MANAGEMENT AND LAND USE PLANNING	
PURPOSE: PROMOTE SOUND AND SUSTAINABLE LAND USE PLANNING.	FUNCTIONS: 1. Compile and maintain an agricultural resource database. 2. Provide efficient data mining service. 3. Manage agricultural land affairs.

1 x Deputy Director

SEE PAGE 3.2

SUB-DIRECTORATE: AGRICULTURAL ECONOMICS	
PURPOSE: TO RENDER AND CO-ORDINATE AGRICULTURAL ECONOMIC SERVICES.	FUNCTIONS: 1. Formulate a provincial agricultural policy. 2. Render a production economic advisory service. 3. Determine economic trends. 4. Promote the rendering of services to co-operations. 5. Promote an efficient marketing infrastructure

1 x Deputy Director

SEE PAGE 3.3

SUB-DIRECTORATE: AGRICULTURAL ENGINEERING SERVICES	
PURPOSE: TO UNDERTAKE AGRICULTURAL ENGINEERING SERVICES.	FUNCTIONS: 1. Promote agricultural engineering technology in farms. 2. Render physical construction services to rural communities. 3. Promote soil conservation.

1 x Deputy Chief Engineer
1 x Spec Aux Serv Off

SEE PAGE 4.1 - 4.2

SUB-DIRECTORATE: AGRICULTURAL TECHNOLOGY
<p>PURPOSE: TO PROMOTE AGRICULTURE TECHNOLOGY AND RESEARCH.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Develop crop production technology. 2. Develop animal production technology. 3. Develop adapted farm systems technology, departmental farm services, and farming system models. 4. Maintain departmental farm services.

1 x Deputy Director

DIVISION: CROP PRODUCTION
<p>PURPOSE: TO PROMOTE CROP PRODUCTION TECHNOLOGY.</p> <p>FUNCTION:</p> <ol style="list-style-type: none"> 1. To develop appropriate and adapted crop production technology.

1 x Assistant Director
6 x Agric Dev Tech
4 x Agric Scientist

DIVISION: ANIMAL PRODUCTION
<p>PURPOSE: TO PROMOTE ANIMAL PRODUCTION TECHNOLOGY.</p> <p>FUNCTION:</p> <ol style="list-style-type: none"> 1. Develop appropriate and adapted animal production technology

1 x Assistant Director
8 x Agric Scientist
12 x Agric Dev Tech

DIVISION: FARM SYSTEM TECHNOLOGY AND ANALYTICAL SERVICES
<p>PURPOSE: TO PROMOTE APPROPRIATE AND ADAPTED FARM SYSTEMS AND RENDER ANALYTICAL SERVICES.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Develop adapted farm systems technology and farming system models. 2. Ensure an efficient biometrics service to technological development. 3. Support soil, water, stock, feed, wool and fibre analysis. 4. Identify technology needs of emerging farmers.

1 x Assistant Director
6 x Agric Scientist
6 x Agric Dev Tech
2 x Spec Aux Serv Off

DIVISION: FARM SERVICES
<p>PURPOSE: TO MAINTAIN DEPARTMENTAL FARMS.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Develop and maintain departmental farms. 2. Management of experimental farms. 3. Organisation of farmers day. <p>(See also page 2)</p>

1 x Control Farm Manager
1 x Chief Farm Manager
3 x Farm Manager
15 x Tractor driver
152 x Farm Aid
4 x Cleaner
4 x Farm Foreman

SUB-DIRECTORATE: RESOURCE MANAGEMENT
<p>PURPOSE: TO PROMOTE A SOUND AND SUSTAINABLE RESOURCE MANAGEMENT AND LAND USE PLANNING</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Compile and maintain agricultural resource development database. 2. Provide an efficient data metric service. 3. Manage agricultural land affairs.

1 x Deputy Director

DIVISION: RESOURCE INVENTORY
<p>PURPOSE: TO COMPILE AND MAINTAIN AGRICULTURAL DATABASE</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Develop and maintain agricultural resource database. 2. Provide technical and economic information. 3. Determine realistic land use planning norms 4. Provide agricultural data to other functionaries.

1 x Assistant Director
 6 x Agric Scientist
 6 x Agric Dev Tech
 2 x Agric Datametric Tech

DIVISION: INFORMATION INFRASTRUCTURE
<p>PURPOSE: TO PROVIDE AND EFFICIENT DATA METRIC SERVICE.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Provide technical expertise in respect of the purchase of computer equipment. 2. Ensure efficient functioning of the LAN and WAN. 3. Provide a maintenance service in respect of computer hardware and software.

1 x Assist Director
 4 x Network Controller
 2 x Computer Operator
 1x Programmer
 2 x Agric Dev Tech
 1 x Control Agric Dev Tech

SECTION: LAND AFFAIRS
<p>PURPOSE: TO MANAGE AGRICULTURAL LAND AFFAIRS.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Provide technical advice on the suitability of land for small farm settlement and other agricultural enterprises. 2. Determine realistic land use notins. 3. Manage agricultural state land contracts.

1 x Agricultural Scientist
 1 x Senior Admin Officer
 5 x Admin Clerk
 4 x Agric Dev Tech

SUB-DIRECTORATE: AGRICULTURAL ECONOMICS
<p>PURPOSE: TO RENDER AND CO-ORDINATE AGRICULTURAL ECONOMIC SERVICES.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Formulate a provincial agricultural policy. 2. Co-ordinate a production economic advisory service. 3. Determine economic trends. 4. Promote the rendering of services to co-operatives. 5. Promote an efficient marketing infrastructure.

1 x Dep Director

DIVISION: PRODUCTION ECONOMIC SERVICES
<p>PURPOSE: TO RENDER AND CO-ORDINATE A PRODUCTION ECONOMIC ADVISORY SERVICE.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Render agricultural production economic advisory services. 2. Co-ordinate other agricultural economic services at regional level.

- 2 x Asst Director
- 12 x Agric Economist
- 2 x Agric Dev Tech
- 4 x Admin clerk

DIVISION: AGRICULTURAL ECONOMIC SUPPORT SERVICE
<p>PURPOSE: TO RENDER AGRICULTURAL ECONOMIC SUPPORT SERVICES.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Formulate provincial agricultural policy. 2. Determine agricultural economic trends. 3. Promote efficient marketing infrastructure. 4. Promote the rendering of services to co-operatives

- 2 x Asst Director
- 8 x Agric Economist
- 2 x Senior admin officer
- 2 x Admin clerk

DIVISION: FINANCIAL ASSISTANCE
<p>PURPOSE: TO PROVIDE FINANCIAL ASSISTANCE TO THE AGRICULTURAL COMMUNITY.</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Deal with disaster and other aid. 2. Provide financial assistance to statutory bodies. 3. Promote financial incentive schemes for agriculture. 4. Provide production financing. 5. Provide finance for the acquisition of agricultural land.

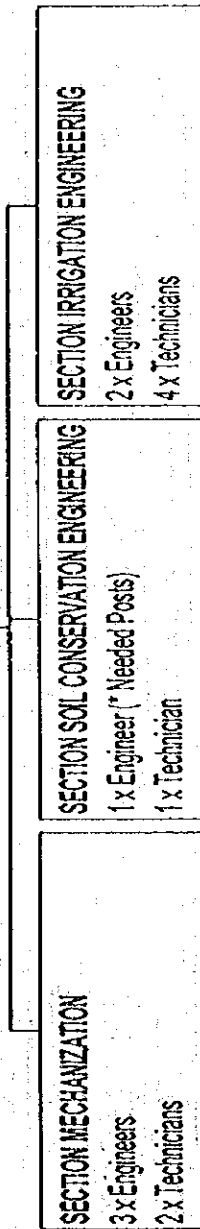
- 1 x Asst Director
- 1 x Chief Acc clerk
- 3 x Chief Credit Controller
- 1 x Typist
- 1 x Senior admin officer
- 3 x Admin off
- 1 x Senior Accountant
- 7 x Account clerks
- 13 x Admin clerk
- 4 x Registry clerk
- 2 x Senior Admin clerk

DIVISION: ENGINEERING TECHNOLOGY

PURPOSE: TO PROMOTE AGRICULTURAL ENGINEERING TECHNOLOGY IN FARMING.

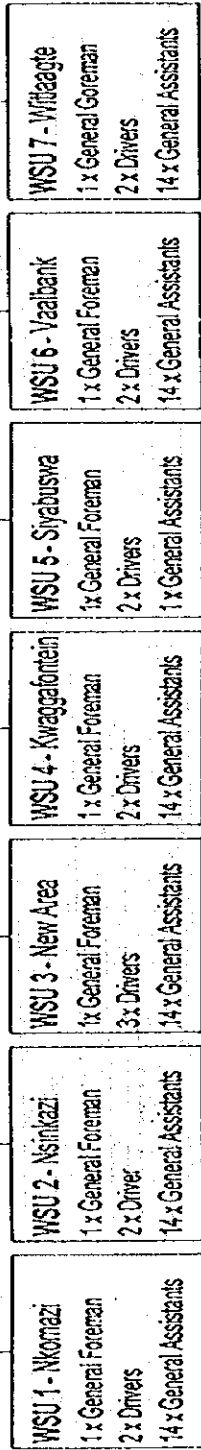
FUNCTIONS:

1. Undertake farm building planning.
2. Undertake mechanization planning.
3. Promote the use of re-usable energy sources.
4. Transfer technology on mechanization, energy, irrigation etc.



Water Supply and Maintenance Units
1 x Artisan Superintendent
1 x Artisan (A)
1 x Pupil Artisan

WSU - WATER SUPPLY UNIT



DIVISION: ENGINEERING SUPPORT SERVICES

SERVICES

PURPOSE: TO RENDER ENGINEERING SUPPORT SERVICES TO RURAL COMMUNITIES.

FUNCTIONS:

1. Building of new dipping facilities.
2. Building of dams for irrigation, stock watering and human purposes.
3. Repair and maintain existing dipping facilities.
4. Render other engineering support services.

**Mechanical Maintenance Unit
* Artisan Superintendent**

Workshop
3 x Artisan A
1 x Artisan B
1 x Pupil tradesman
1 x Storekeeper
1 x General Store Asst...
4 x Tradesman Assistant
3 x Drivers
7 x General Assistants

**Workshop 2
Kwaggafontein**
2 x Artisan A
1 x Driver
1 x Storekeeper
1 x Stores Asst.
2 x Tradesman Asst.
6 x General Asst.

**Assistant Director Soil Conservation
Neispruit**

SOIL CONSERVATION UNIT 1
1 GENERAL FOREMAN
1 DRIVER / OPERATOR
5 GENERAL ASST.

SOIL CONSERVATION UNIT 2
1 GENERAL FOREMAN
1 DRIVER / OPERATOR
5 GENERAL ASST.

SOIL CONSERVATION UNIT 3
1 GENERAL FOREMAN
1 DRIVER / OPERATOR
14 GENERAL ASST.

1 DRILLING ISP.
5 TRADESMAN DRILLING
1 DRIVER
1 GENERAL STORE ASST.
1 TRADESMAN ASST.
8 GENERAL ASST.

**Dam building
Assistant Director**

Building team
1 x General Foreman
2 x Drivers
6 x General Assistants

**Dip TU 1
New Area**
1 x General Foreman
1 x Driver / Op.
10 x General Asst.

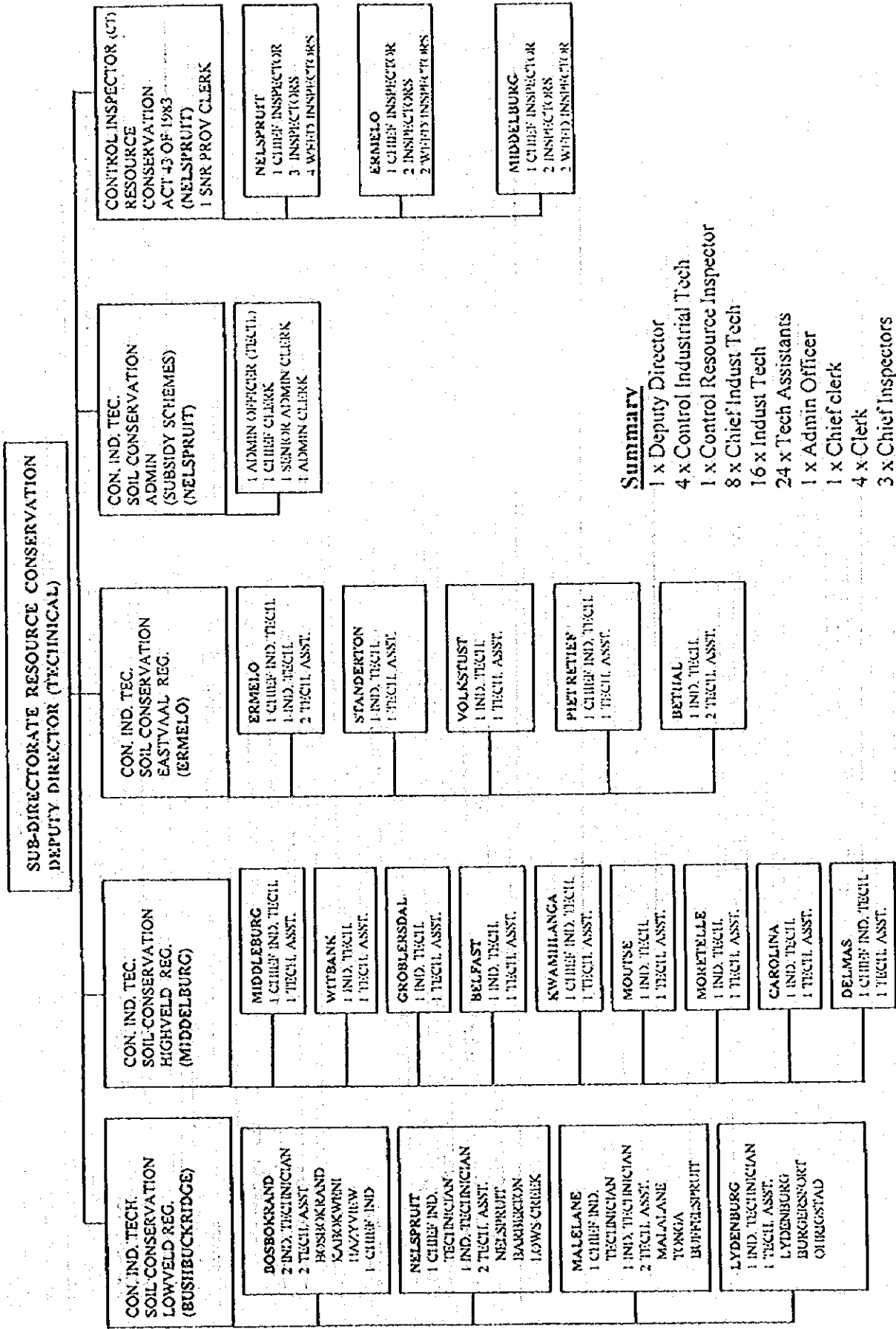
**Dip Tank Unit 2
New Area**
1 x Prime, General Foreman
1 x Drivers
10 x General Assistants

**Dam building Unit 1
New Area**
1 x Prime, Gen. Foreman
1 x Storekeeper
11 x Driver
5 x Driver / Op
13 x General Asst.

**Dam building Unit 3
New Area**
1 x Gen. Foreman
1 x Storekeeper
11 x Driver
5 x Driver / Op
13 x General Asst.

**Dam building Unit 2
Kwaggafontein**
1 x Gen. Foreman
1 x Storekeeper
11 x Driver
5 x Driver / Op
13 x General Asst.

**Dam building Unit 4
Kwaggafontein**
1 x Gen. Foreman
1 x Storekeeper
11 x Driver
5 x Driver / Op
13 x General Asst.



Summary

- 1 x Deputy Director
- 4 x Control Industrial Tech
- 1 x Control Resource Inspector
- 8 x Chief Indust Tech
- 16 x Indust Tech
- 24 x Tech Assistants
- 1 x Admin Officer
- 1 x Chief clerk
- 4 x Clerk
- 3 x Chief Inspectors
- 15 x Inspector

DIRECTORATE: STATE VETERINARY SERVICES

PURPOSE: TO RENDER A PROVINCIAL STATE VETERINARY SERVICES.

FUNCTIONS:

1. Render a veterinary public health service.
2. Render an animal health regulatory veterinary service.
3. Render a veterinary laboratory service.

1 x Director
1 x Personal Secretary

SUB-DIRECTORATE: VETERINARY PUBLIC HEALTH AND LABORATORY SERVICES

PURPOSE: TO RENDER A VETERINARY PUBLIC HEALTH AND LABORATORY SERVICE.

FUNCTIONS:

1. Maintain a hygienic standard in abattoirs.
2. Render a technical advisory service.
3. Ensure compliance with requirements and act against defaulters.
4. Render a diagnostic and epidemiological service.
5. Render a disease surveillance service.

1 x Deputy Director 4 x Spec Aux Serv Officer
5 x State Vet 1 x Cleaner
1 x Control Meat Insp
8 x Chief Meat Insp
8 x Meat Insp
2 x Princ Vet Tech

SUB-DIRECTORATE: ANIMAL HEALTH CONTROL SERVICES

PURPOSE: TO RENDER AN ANIMAL HEALTH REGULATORY VETERINARY SERVICE.

FUNCTIONS:

1. Combat animal diseases.
2. Ensure compliance with norms and standards.
3. Provide animal health schemes.
4. Render animal health advisory services.
5. Liaise with national organizations.

3 x Deputy Director 24 x Gen Serv Assist
13 x State Vet
9 x Control Animal Health Tech
66 x Animal Health Tech
13 x Sen Admin Clerk
4 x Typist

SUB-DIRECTORATE: VETERINARY TECHNICAL SUPPORT SERVICES

PURPOSE: TO RENDER A VETERINARY TECHNICAL SUPPORT SERVICE.

FUNCTIONS:

1. Render veterinary technical support service.

1 x Deputy Director
3 x Control Animal Health Tech
7 x Chief Animal health Tech
66 x Animal health Tech

SUB-DIRECTORATE: ADMINISTRATIVE SUPPORT SERVICES
<p><u>PURPOSE:</u> TO PROVIDE ADMINISTRATIVE SUPPORT SERVICES</p> <p><u>FUNCTIONS:</u></p> <ol style="list-style-type: none"> 1. Handle personnel matters. 2. Provide a sound financial management service. 3. Render an efficient logistical service 4. Provide financial assistance to the agricultural community.

DIVISION: PERSONNEL MATTERS
<p><u>PURPOSE:</u> TO RENDER PERSONNEL ADMINISTRATION SERVICES.</p> <p><u>FUNCTIONS:</u></p> <ol style="list-style-type: none"> 1. Administer conditions of service 2. Handle staff employment and manage the proper utilization of staff. 3. Handle labour relations. act against defaulters.

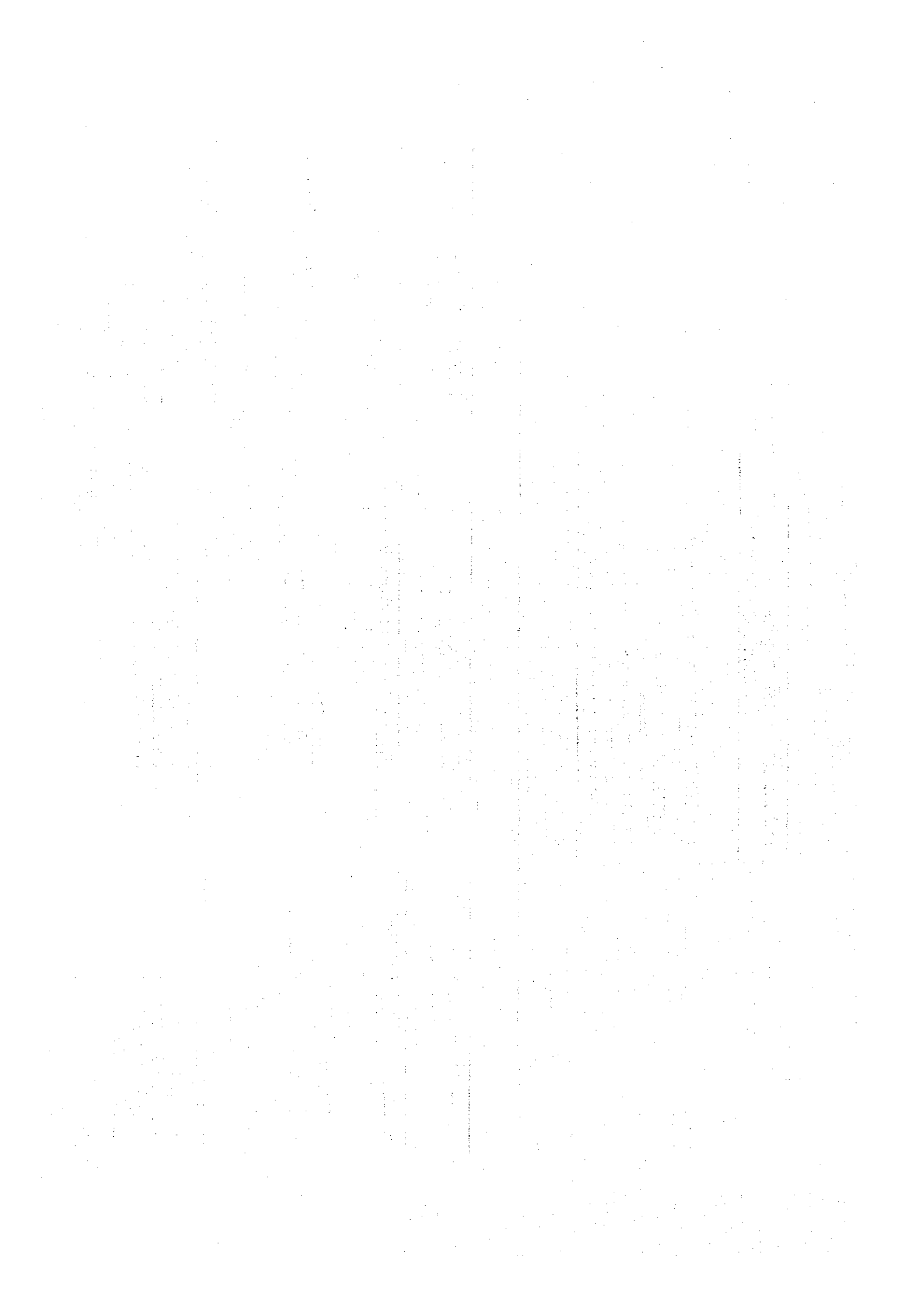
- 1 x Assist Director
- 1 x Senior Personnel Officer
- 4 x Personnel Officer
- 8 x Personnel Clerk

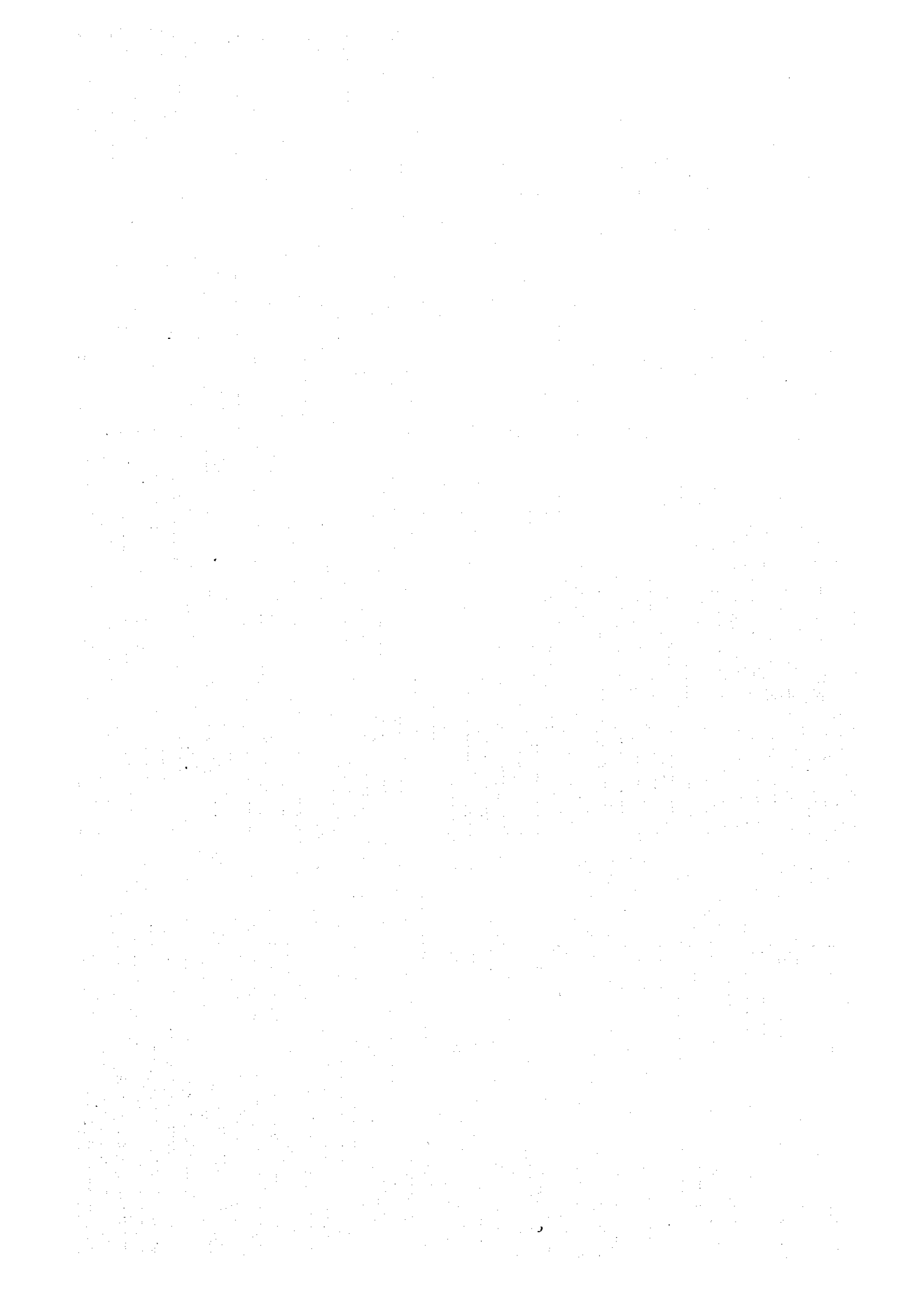
DIVISION: FINANCIAL MATTERS
<p><u>PURPOSE:</u> TO RENDER FINANCIAL SERVICES.</p> <p><u>FUNCTIONS:</u></p> <ol style="list-style-type: none"> 1. Handle departmental budgetary matters. 2. Exercise control over departmental expenditure.

- 1 x Assist Director: financial matters
- 4 x Accountant
- 8 x Accounting clerks

DIVISION: LOGISTICAL SERVICES
<p><u>PURPOSE:</u> TO RENDER LOGISTICAL SERVICES.</p> <p><u>FUNCTIONS:</u></p> <ol style="list-style-type: none"> 1. Render provisioning administrative services. 2. Render office auxiliary services. 3. Provide secretarial services. <p>(SEE ALSO PAGE 2)</p>

- 1 x Assist Director: Administration
- 5 x Senior Administration Officer
- 20 x Admin clerk
- 9 x Typist
- 4 x Receptionist/Telkom
- 5 x Messenger
- 5 x Registry clerk 9 x Cleaner





JICA

