



## \* HEALTH AND SAFETY DEVELOPMENT

Accredited: Health & Welfare SETA, Department of Labour: CI 549, Resuscitation Council SA

**CONTACT OUR OFFICE FOR A QUOTE**

PROGRAMME	DURATION	MIN	MAKS
HEALTH AND SAFETY REPRESENTATIVES -Online option available	1 day	10	25
GENERAL HEALTH AND SAFETY online option available	1 day	10	25
FIRST AID LEVEL 1 (Blended Learning option available)	2 days	10	25
FIRST AID LEVEL 2/3 (Blended Learning option available)	3 days	10	25
FIRST AID LEVEL 1-3 (Blended Learning option available)	5 days	10	25
FIRE SAFETY	4 hours	10	25

\* Public and In-house options except for Fire Safety (In-house)

\* In collaboration with  **DYNAMIKOS**  
TRAINING THAT SAVES LIVES

## ASSESSMENTS

We have a complete set of assessment instruments available, regarding personality types, aptitudes, competency, behaviors and skills. These assessments can be utilised to assist with your selection needs, or to determine the development needs of your current staff. We also have online assessments available. These tests can be done on all levels in your organisation.

ONLINE PROSPECT SCREENER ASSESSMENT	Admin Personal, Supervisors, General Workers
ADMINISTERED APTITUDE TEST	General Workers, especially if illiterate
PSYCHOMETRIC ASSESSMENT BATTERY	Management
OTHER AVAILABLE OPTIONS	Screening tests available for all levels

## BUSINESS ANALYSIS TOOL

How productive is your agri-business? Are you measuring the right data in your agri-business? Using our diagnostic tool to measure how your approach to your business drivers can improve its success. - Online diagnostic questionnaire and report.	Online Questionnaire	1 Person R 3 000 4+ People : R 2 750 p.p
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## POPI DATA ASSESSMENT

Does your business comply with the new POPI Act requirements? We can help you with a data impact evaluation which will prepare you against potential business- and public reputation risks with regards to your policy around data security.	Consultation, Report, and assistance with business policy	Different options available. Contact us for 'n quote. (Minimum 8 hours required)
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## HUMAN RESOURCE AUDIT

HopkinsCoetzee visits the client for a full HR audit. This visit requires the presence and cooperation of the HR manager and/or the administrative staff responsible for the Human Resource Function. If possible, some of the existing policies and documents will be requested in advance for background and preparation. The results of the audit are contained in a full report that gives recommendations regarding priorities and a possible action plan.	Audit & Report	R9 500  Plus, Travel and Accommodation costs if necessary
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CONTACT US: 021 863 0830 / [WWW.HOPCAL.CO.ZA](http://WWW.HOPCAL.CO.ZA) / [TRAINING@HOPCAL.CO.ZA](mailto:TRAINING@HOPCAL.CO.ZA)

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