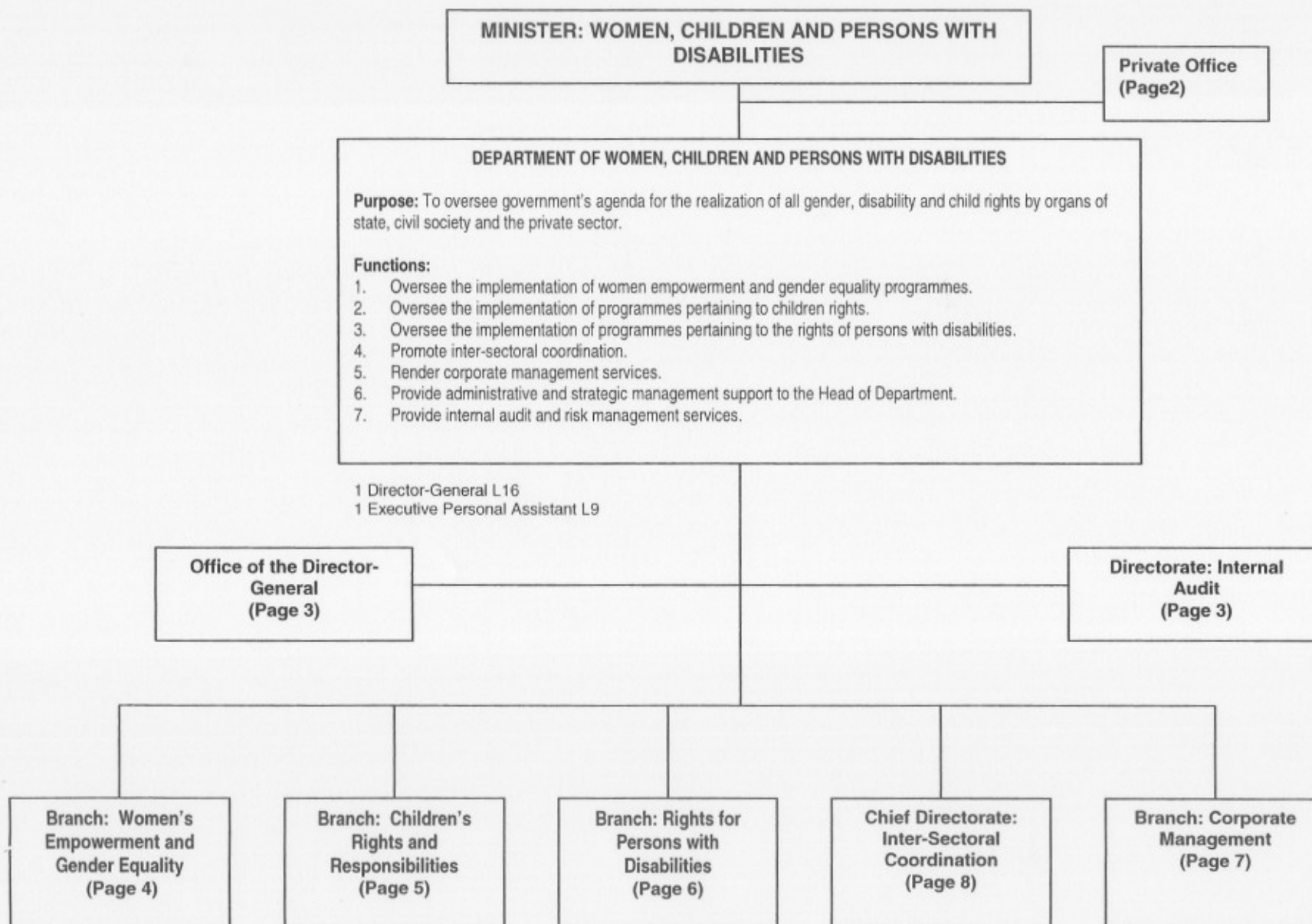
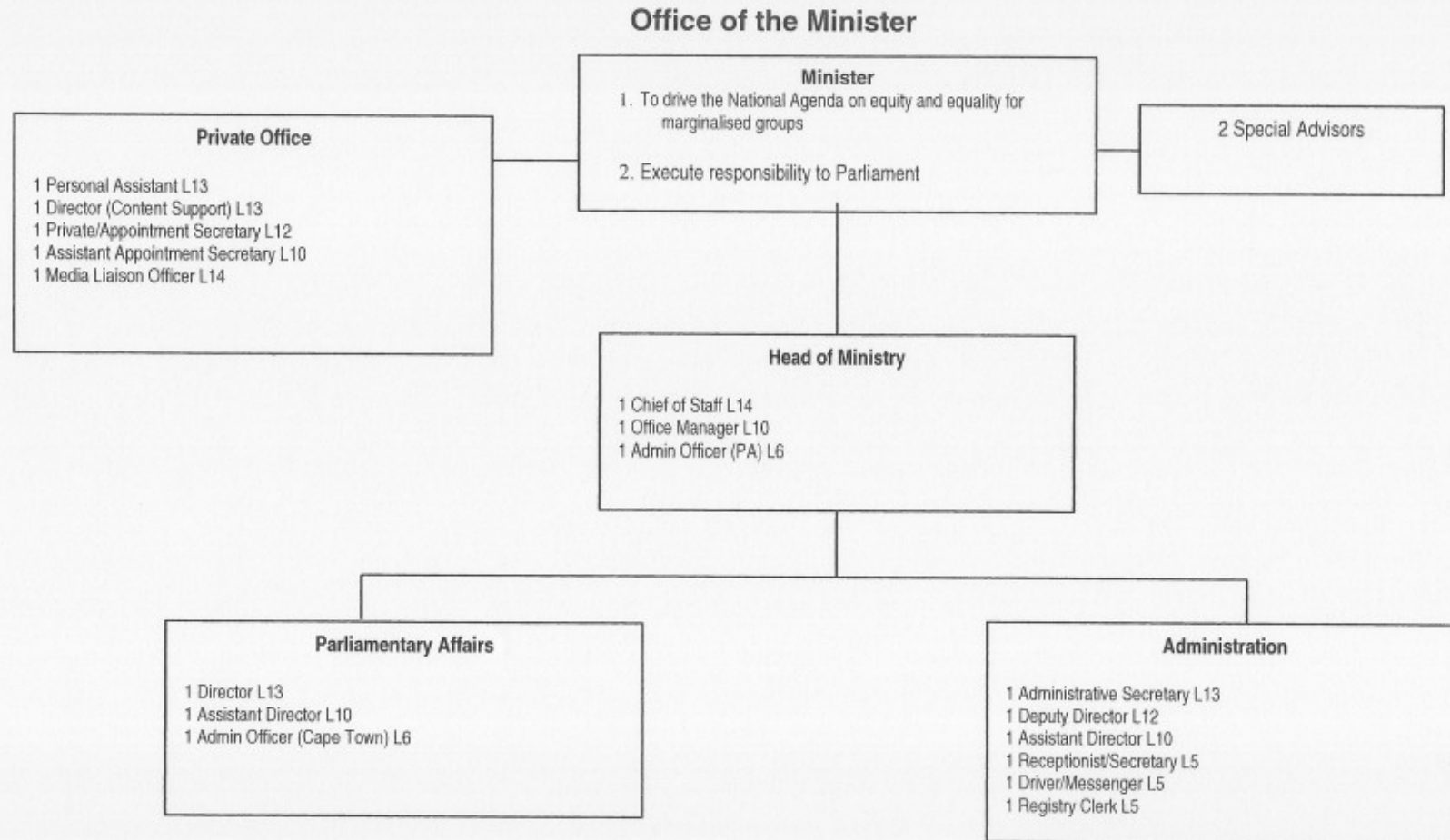


Annexure A

ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH DISABILITIES ORGANISATIONAL STRUCTURE – 13 NOVEMBER 2009



ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH DISABILITIES ORGANISATIONAL STRUCTURE – 13 NOVEMBER 2009



**ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH
DISABILITIES ORGANISATIONAL STRUCTURE – 13 NOVEMBER 2009**

Office of the Director General

Purpose: To provide administrative and strategic management support to the Head of Department.

Functions:

1. Liaise with the Ministry and departmental units on operational and administrative matters.
2. Ensure effective document flow between the office of the Director-General, the Ministry and Branches.
3. Coordinate and facilitate cluster related matters.
4. Provide executive administrative support services.
5. Provide strategic leadership on strategy, legislation and policy alignment and coordination of Branch activities.
6. Coordinate and facilitate strategic and operational planning processes.
7. Coordinate donor funding.
8. Monitor, evaluate and advise on departmental strategy and performance.
9. Establish, coordinate and maintain strategic national and international partnerships including donor coordination

DG Support

- 1 Office Manager L14
- 1 Director L13
- 1 Deputy Director L11
- 1 Admin Officer L6
- 1 Driver/Messenger L5

**Chief Directorate: Planning
& Cluster
Co-ordination**

- 1 Chief Director L14
- 1 Director (Planning) L13
- 1 Director (M&E) L13
- 2 Deputy Director L11
- 1 Assistant Director L9

Directorate: Internal Audit

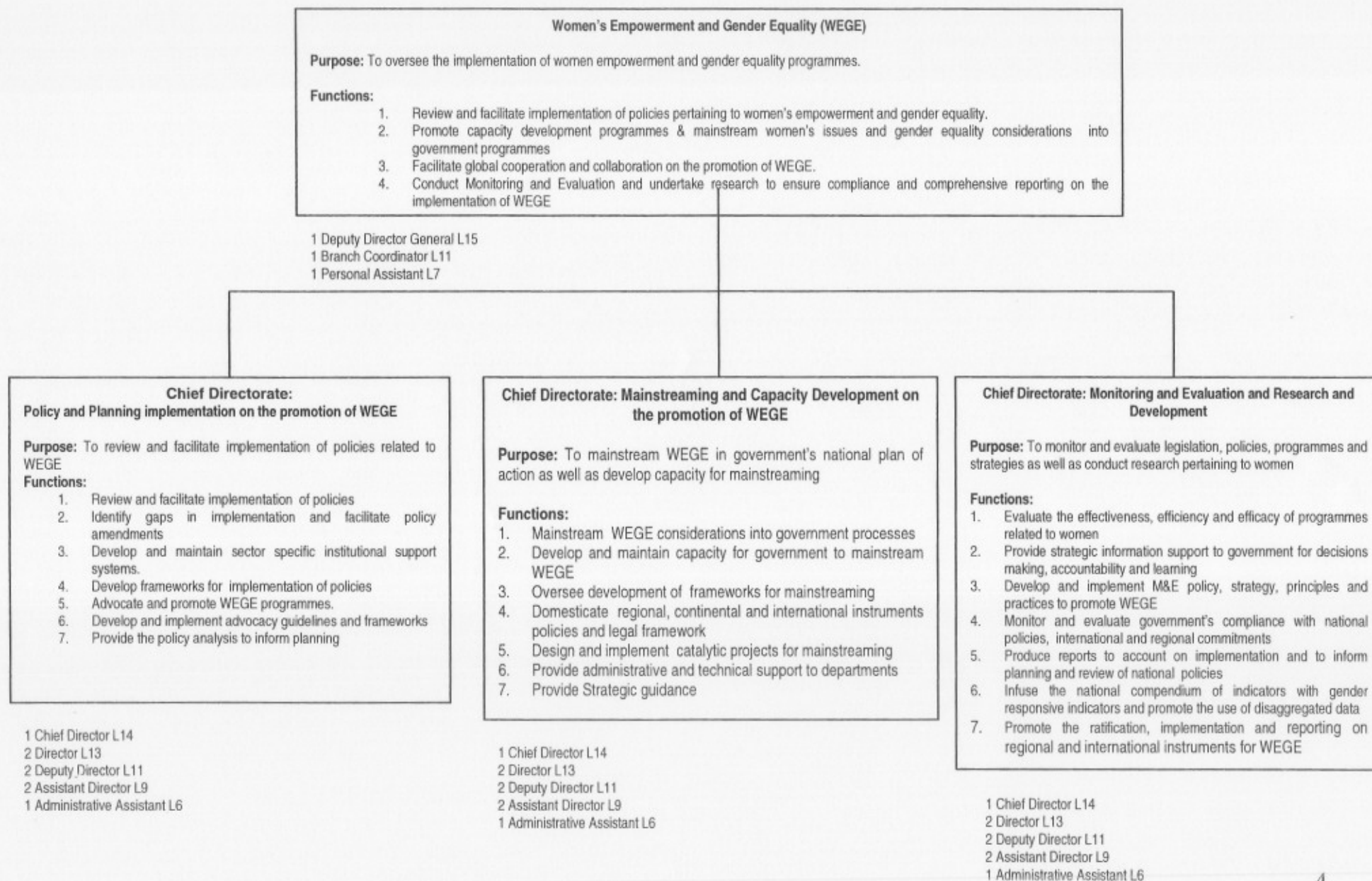
Purpose: To ensure the provision of internal audit and risk management services.

Functions:

1. Conduct forensic, financial and operational audits.
2. Conduct performance audits.
3. Coordinate the implementation of audit recommendations.
4. Coordinate and facilitate forensic investigations.
5. Ensure compliance and appropriate risk management.

- 1 Director L13
- 2 Internal Auditor L11
- 1 Administrative Officer L7

**ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH
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ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH DISABILITIES ORGANISATIONAL STRUCTURE – 13 NOVEMBER 2009

Branch: Children's Rights and Responsibilities

Purpose: To oversee the transformation and redress of children's rights through systems development and implementation on the National Children's Rights and Responsibilities Programme.

Functions:

1. Provide strategic leadership and support on overall planning, coordination and oversight as well as account on performance in the Branch
2. Review and facilitate implementation of policies pertaining to children's Rights.
3. Promote capacity development programmes & mainstream children's rights considerations into government programmes
4. Facilitate international cooperation on the promotion of Children's Rights.
5. Conduct Monitoring and Evaluation and undertake research to ensure compliance and comprehensive reporting on the implementation of Children's Rights
6. Facilitation and coordination of catalytic children's rights & responsibilities projects

1 Deputy Director General L15
1 Branch Coordinator L11
1 Personal Assistant L7

Chief Directorate: Policy Review, Implementation and Coordination

Purpose: To review and facilitate implementation of policies

1. Provide strategic leadership, support and oversight in the Chief Directorate
2. Review and facilitate implementation of policies
3. Identify gaps in implementation and facilitate policy amendments
4. Develop and maintain sector specific institutional support systems.
5. Develop frameworks for implementation of policies
6. Develop and implement advocacy guidelines and frameworks
7. Advocate and promote the children's rights & responsibilities programme.
8. Facilitate scenario planning on emerging children's rights issues

1 Chief Director L14
2 Director L13
2 Deputy Director L11
2 Assistant Director L9
1 Administrative Assistant L6

Chief Directorate: Mainstreaming and Capacity Development

Purpose: To mainstream children's rights and responsibilities in the government's national plan of action and to develop mainstreaming capacity

Functions:

1. Provide strategic leadership, support and oversight in the CD
2. Mainstream children's rights considerations into government processes
3. Develop and maintain capacity for government to mainstream children's rights
4. Develop frameworks for mainstreaming
5. Domestication of regional, continental and international instruments
6. Design and implement catalytic projects for mainstreaming
7. Coordinate children's rights policy implementation

1 Chief Director L14
2 Director L13
2 Deputy Director L11
2 Assistant Director L9
1 Administrative Assistant L6

Chief Directorate: Monitoring, Evaluation, Research and Development

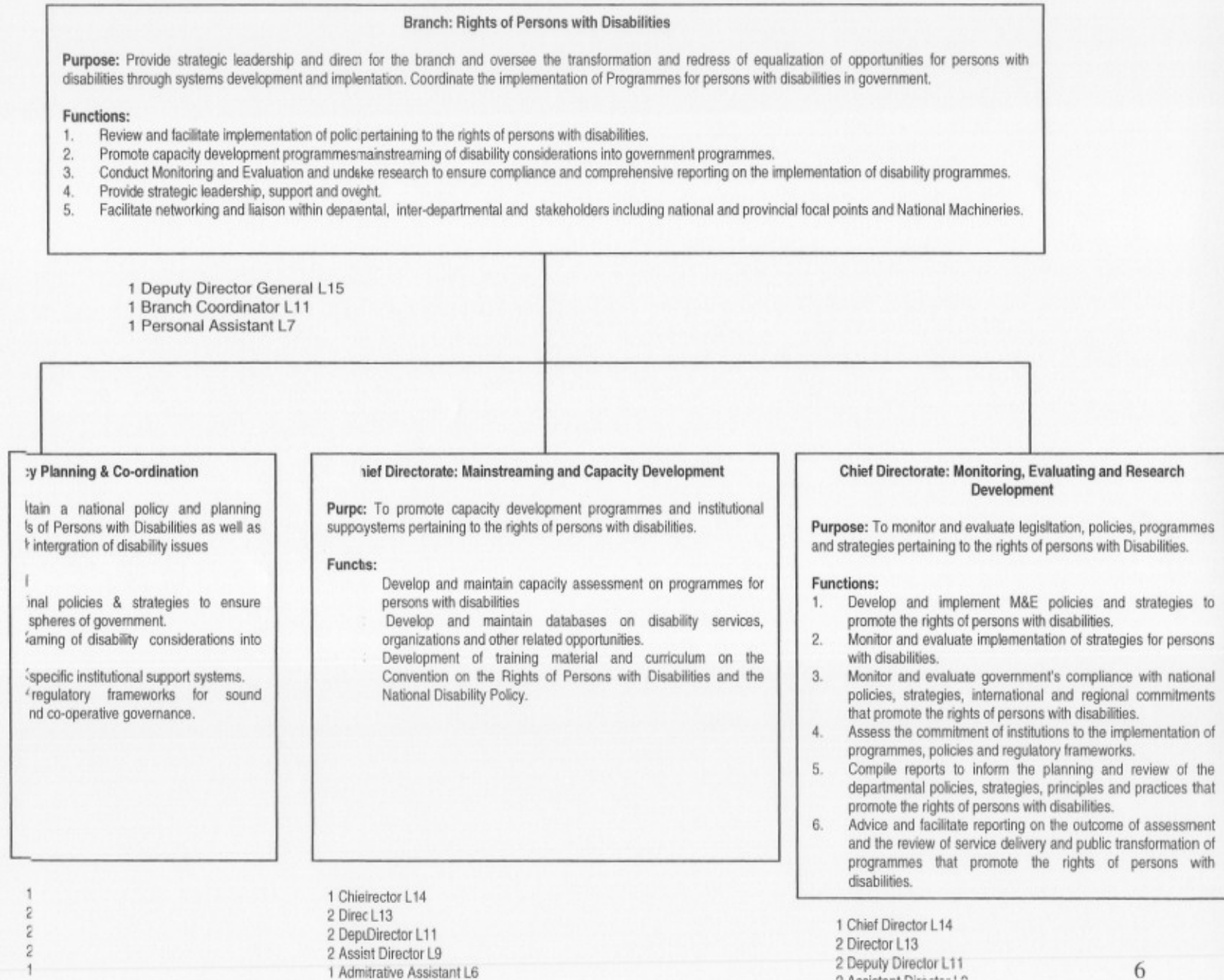
Purpose: To monitor and evaluate legislation, policies, programmes and strategies pertaining to children

Functions:

1. Provide strategic leadership, support and oversight in the CD
2. Facilitate the development and implementation of M&E policy, strategy, principles and practices to promote children's rights and responsibilities.
3. Monitor and evaluate government's compliance with national policies, continental and international mandates
4. Produce reports to account on implementation, inform planning, allocation of resources and review of national policies
5. Infuse the national compendium of indicators with CR considerations and promote the use of disaggregated data
6. Evaluate the effectiveness, efficiency and efficacy of programmes related to children

1 Chief Director L14
2 Director L13
2 Deputy Director L11
2 Assistant Director L9
1 Administrative Assistant L6

FUNCTION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH DISABILITIES ORGANISATIONAL STRUCTURE – 13 NOVEMBER 2009



**ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH
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Chief Directorate: Inter-Sectoral Coordination

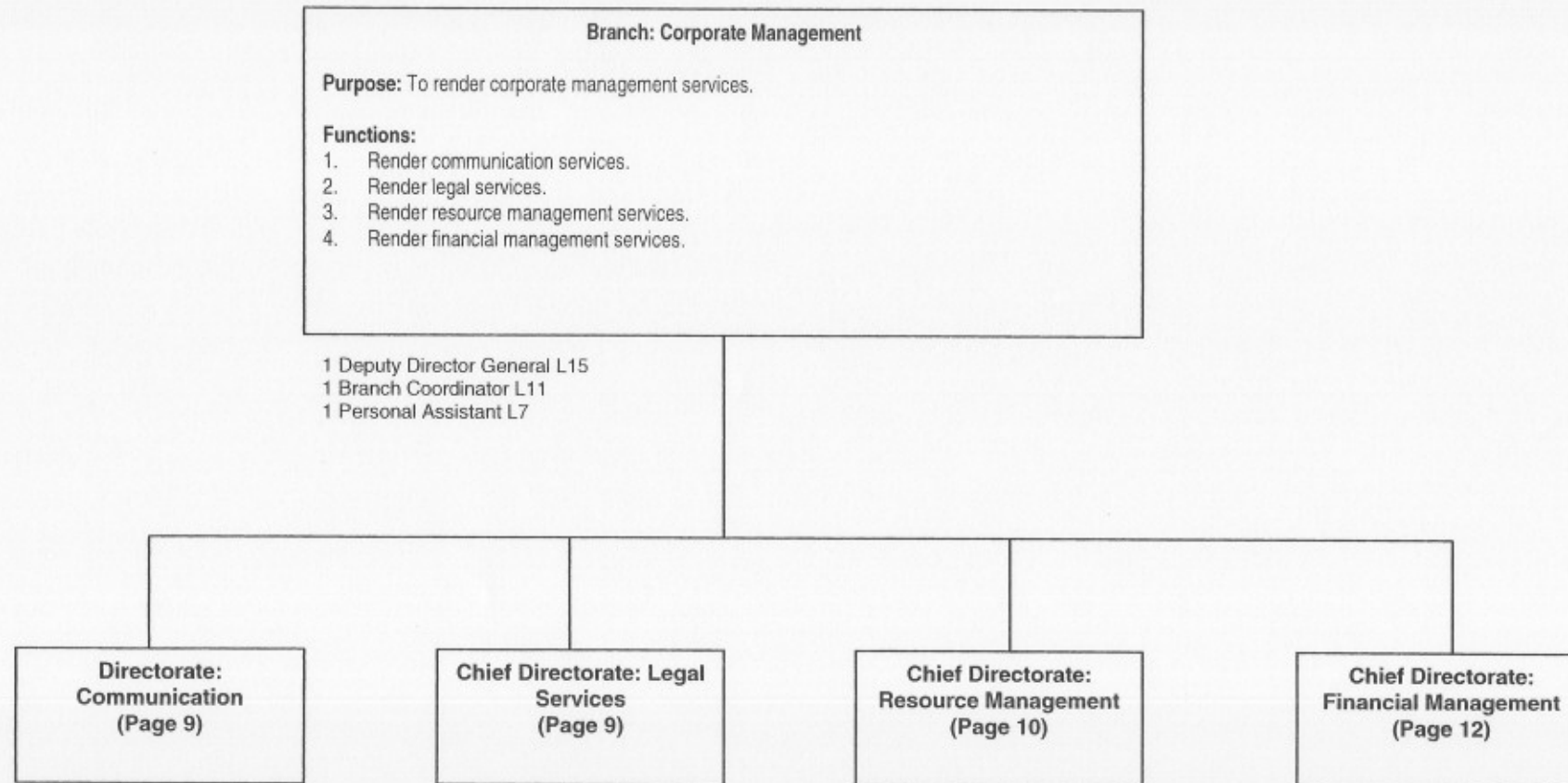
Purpose: To promote Inter-sectoral coordination.

Functions:

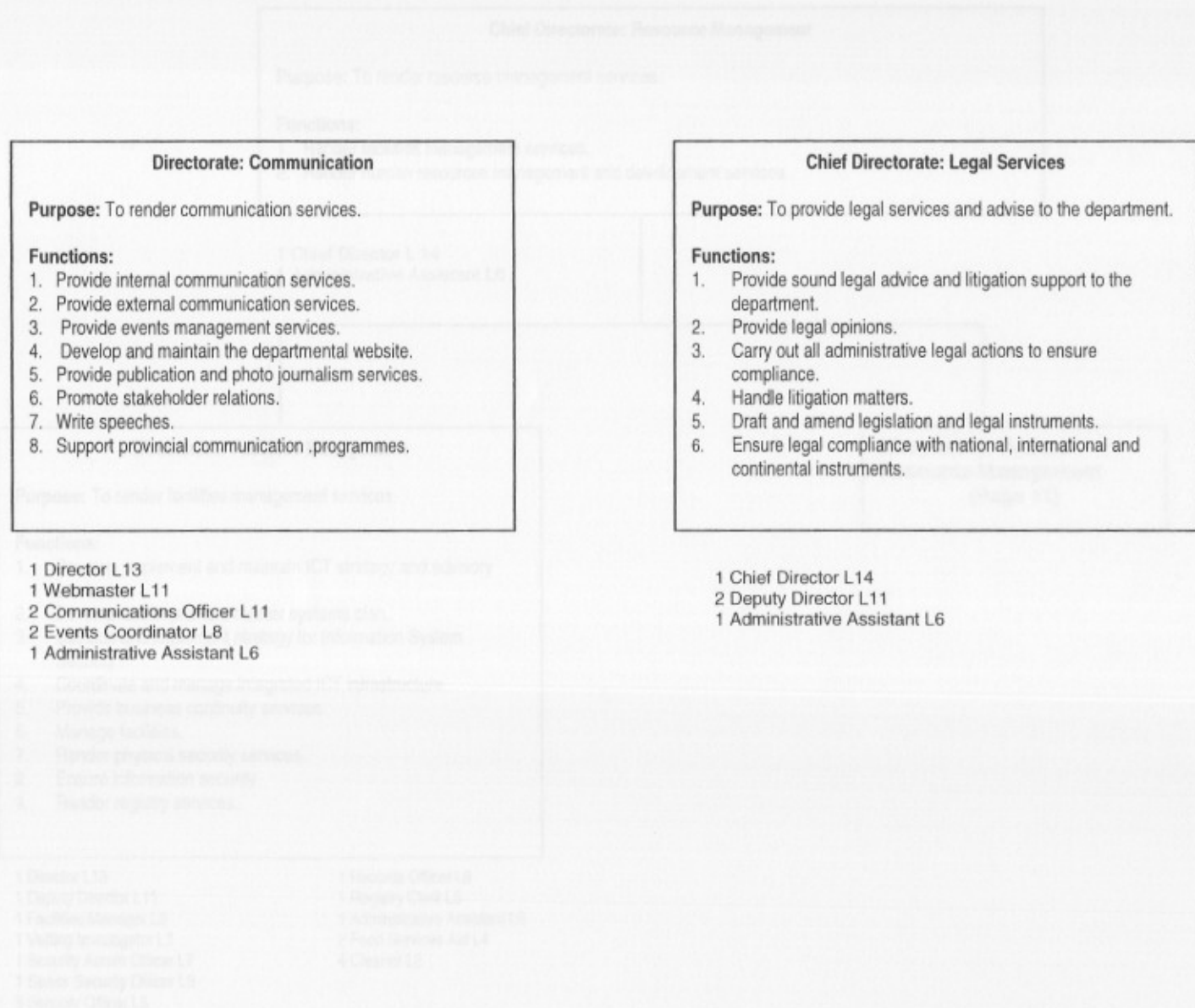
1. Establish, coordinate and maintain partnerships and relations facilitated by Branches.
2. Provide strategic leadership and direction to sectoral and intergovernmental relations including partnerships with civil society, private sector and other interest groups.
3. Oversee implementation of the Strategic Partnerships Management Strategy.
4. Facilitate networking and liaison within the department, inter-departmentally and with all stakeholders nationally.
5. Provide strategic advice to Branches on issues emerging from stakeholders.

1 Chief Director L14
2 Director L13
2 Deputy Director L11
2 Assistant Director L9
1 Administrative Assistant L6

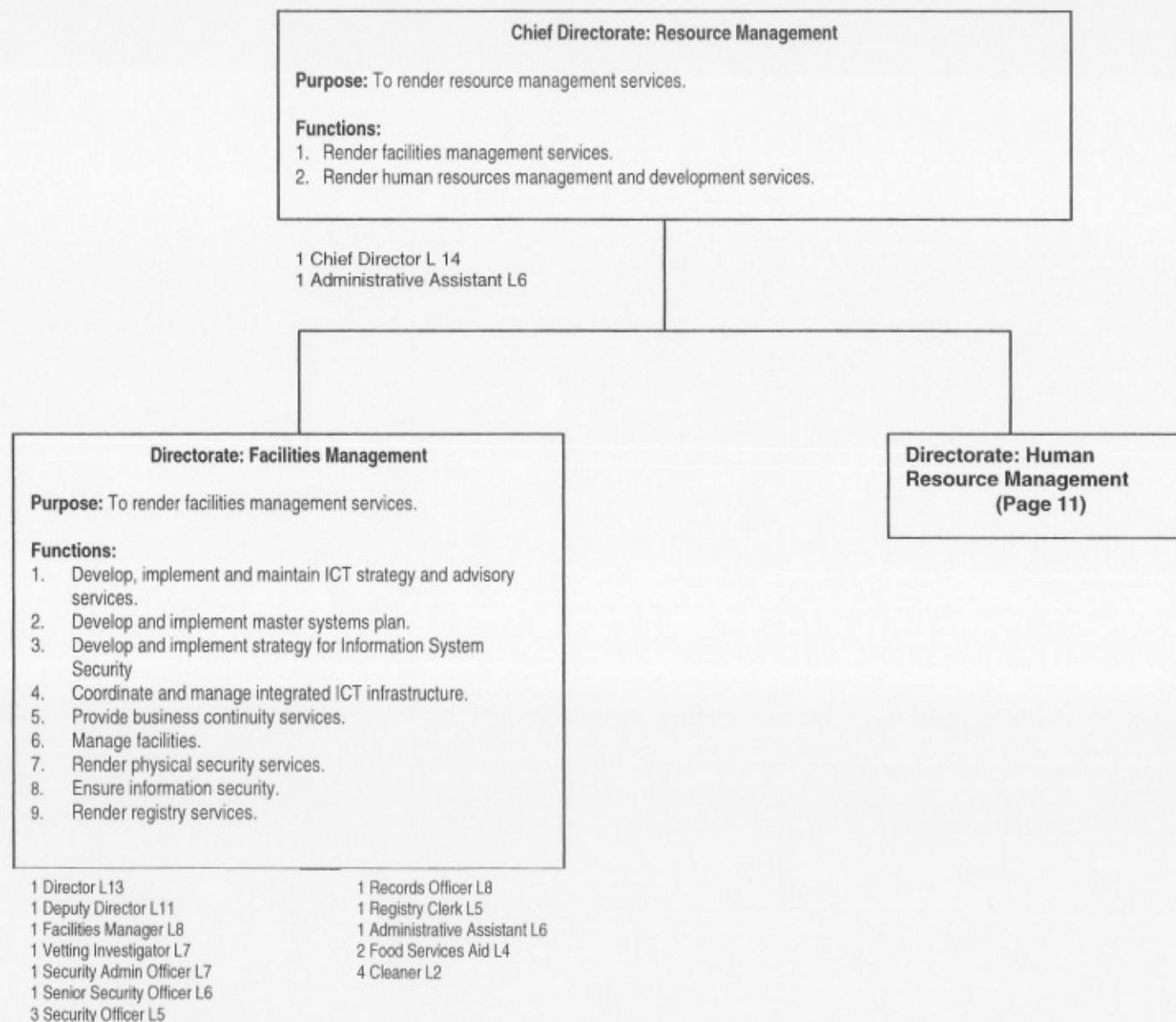
ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH DISABILITIES ORGANISATIONAL STRUCTURE – 13 NOVEMBER 2009



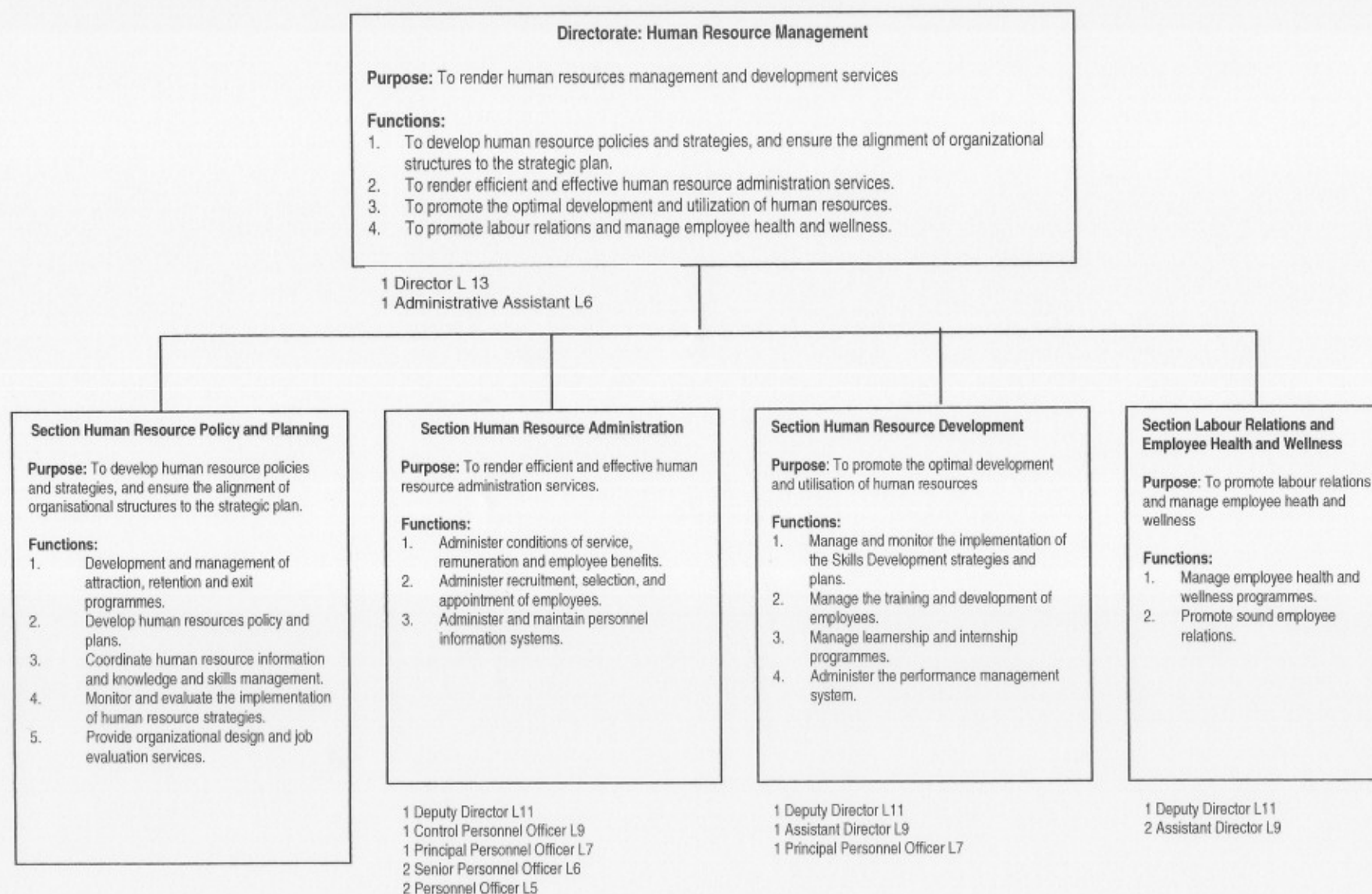
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**ORGANISATION AND POST ESTABLISHMENT - DEPARTMENT FOR WOMEN, CHILDREN AND PERSONS WITH
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1 Deputy Director L11
1 Assistant Director L9
1 Principal Personnel Officer L7

