



PLEASE READ THIS FIRST

SECTION A: EMPLOYER DETAILS & 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
Helpline: 0860101018

NO FAXED OR E-MAILED REPORTS WILL BE ACCEPTED

Trade name	COMBINED MOTOR HOLDINGS LTD
DTI registration name	COMBINED MOTOR HOLDING LIMITED
DTI registration number	1965/000270/06
PAYE/SARS number	7430784704
UIF reference number	0317968
EE reference number	750735
Seta classification	MANUFACTURING, ENGINEERING AND RELATED SERVICES
Industry/Sector	WHOLESALE AND RETAIL TRADE, REPAIR OF MOTOR VEHICLES AND MOTORCYCLES
Industry Sub Sector	Wholesale and retail trade and, repair of motor vehicles and motorcycles, including sales of motor vehicles, wholesale of motor vehicles, retail of new and used motor vehicles, sale and maintenance of repair of motor vehicles and motorcycles and related parts and accessories, retail of automotive fuel in specialised stores
Bargaining Council	Motor Industry
Telephone number	0315804200
Postal address	P.O BOX 1033 UMHLANGA ROCKS UMHLANGA ROCKS
City/Town	UMHLANGA ROCKS
Postal code	4320
Province	KWAZULU NATAL
Physical address	COMBINED MOTOR HOLDINGS LIMITED 1 WILTON CRESENT UMHLANGA RIDGE UMHLANGA RIDGE
City/Town	UMHLANGA ROCKS
Postal code	4319
Province	KWAZULU NATAL
Details of CEO/ Accounting Officer at the time of submitting this report	
Name and surname	JEBB MCINTOSH
Telephone number	0315804200
Fax number	0315804280
Email address	JDM@CMH.CO.ZA
Details of Employment Equity Senior Manager at the time of submitting this report	
Name and surname	NKANYEZI KHOWA
Telephone number	0315804200
Fax number	0315804280
Email address	nkanyezik@cmh.co.za
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.	Yes COMBINED MOTOR HOLDINGS LIMITED
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): 01/09/2020

To (date): 31/08/2021

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

From (date): 01/09/2021

To (date): 31/08/2023

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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	3	0	6	50	5	3	1	9	1	0	78
Senior management	32	8	67	97	27	4	36	69	1	0	341
Professionally qualified and experienced specialists and mid-management	233	29	166	151	107	9	30	67	3	0	795
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	82	10	26	13	66	10	44	36	1	0	288
Semi-skilled and discretionary decision making	286	19	89	26	99	24	31	37	2	0	613
Unskilled and defined decision making	105	2	3	4	88	2	1	3	3	1	212
TOTAL PERMANENT	741	68	357	341	392	52	143	221	11	1	2327
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	741	68	357	341	392	52	143	221	11	1	2327

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	1	1	0	1	0	0	0	3
Senior management	1	0	2	0	1	0	0	0	0	0	4
Professionally qualified and experienced specialists and mid-management	1	0	1	4	0	0	0	0	0	0	6
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	3	0	0	0	0	0	0	1	0	0	4
Semi-skilled and discretionary decision making	1	1	1	0	1	0	0	0	0	0	4
Unskilled and defined decision making	2	0	2	2	0	0	1	3	0	0	10
TOTAL PERMANENT	8	1	6	7	3	0	2	4	0	0	31
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	8	1	6	7	3	0	2	4	0	0	31

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	1	0	0	1	1	0	0	0	0	0	3
Senior management	7	1	14	30	5	1	5	11	0	0	74
Professionally qualified and experienced specialists and mid-management	143	17	84	96	42	4	9	33	0	0	428
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	25	7	11	2	37	3	16	13	0	0	114
Semi-skilled and discretionary decision making	115	7	27	16	45	7	7	12	0	0	236
Unskilled and defined decision making	29	1	1	2	10	0	0	0	0	0	43
TOTAL PERMANENT	320	33	137	147	140	15	37	69	0	0	898
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	320	33	137	147	140	15	37	69	0	0	898

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	1	0	0	2	0	0	0	0	0	0	3
Senior management	3	0	1	4	3	1	5	3	0	0	20
Professionally qualified and experienced specialists and mid-management	16	2	6	0	23	1	1	2	0	0	51
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	0	0	0	0	2	0	0	1	0	0	3
Semi-skilled and discretionary decision making	7	0	0	0	1	0	0	0	0	0	8
Unskilled and defined decision making	0	0	0	0	0	0	0	0	0	0	0
TOTAL PERMANENT	27	2	7	6	29	2	6	6	0	0	85
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	27	2	7	6	29	2	6	6	0	0	85

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	1	0	0	1	0	0	0	0	0	0	2
Senior management	5	3	10	31	8	1	4	9	0	0	71
Professionally qualified and experienced specialists and mid-management	128	15	62	91	42	8	7	25	0	0	378
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	29	5	10	0	26	3	4	11	0	0	88
Semi-skilled and discretionary decision making	74	5	19	9	21	4	2	6	0	0	140
Unskilled and defined decision making	22	0	2	2	11	0	0	0	0	0	37
TOTAL PERMANENT	259	28	103	134	108	16	17	51	0	0	716
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	259	28	103	134	108	16	17	51	0	0	716

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	1	0	1	11	0	1	0	2	16
Senior management	26	6	30	44	12	4	9	37	168
Professionally qualified and experienced specialists and mid-management	169	31	86	96	91	14	14	33	534
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	55	4	9	4	39	8	9	8	136
Semi-skilled and discretionary decision making	183	11	10	11	68	9	10	15	317
Unskilled and defined decision making	13	0	0	0	10	0	0	1	24
TOTAL PERMANENT	447	52	136	166	220	36	42	96	1195
Temporary employees	0	0	0	0	0	0	0	0	0
GRAND TOTAL	447	52	136	166	220	36	42	96	1195

SECTION E: NUMERICAL GOALS & 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	3	0	6	49	5	3	1	9	1	0	77
Senior management	33	8	65	104	29	4	35	69	1	0	348
Professionally qualified and experienced specialists and mid-management	236	32	162	144	116	11	30	54	3	1	789
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	104	14	21	13	75	11	32	28	3	0	301
Semi-skilled and discretionary decision making	293	19	84	24	107	22	32	28	2	1	612
Unskilled and defined decision making	108	2	5	3	88	2	1	3	4	1	217
TOTAL PERMANENT	777	75	343	337	420	53	131	191	14	3	2344
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	777	75	343	337	420	53	131	191	14	3	2344

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	3	0	6	50	5	3	1	9	1	0	78
Senior management	32	8	65	105	28	4	35	70	1	0	348
Professionally qualified and experienced specialists and mid-management	231	32	162	149	111	11	30	59	3	1	789
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	99	14	26	13	70	11	32	33	3	0	301
Semi-skilled and discretionary decision making	276	19	89	25	101	22	32	33	2	1	600
Unskilled and defined decision making	108	2	5	3	88	2	1	3	4	1	217
TOTAL PERMANENT	749	75	353	345	403	53	131	207	14	3	2333
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL	749	75	353	345	403	53	131	207	14	3	2333

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)	Yes	
Employees	Yes	

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	01/09/2021	31/08/2023
Advertising Positions	Yes	Yes	01/09/2021	31/08/2023
Selection criteria	Yes	Yes	01/09/2021	31/08/2023
Appointments	Yes	Yes	01/09/2021	31/08/2023
Job classification and grading	No	No		
Remuneration and benefits	Yes	Yes	01/09/2021	31/08/2023
Terms and conditions of employment	Yes	Yes	01/09/2021	31/12/2023
Job assignments	No	No		
Work environment and facilities	Yes	Yes	01/09/2021	31/08/2023
Training and development	No	No		
Performance and evaluation systems	No	No		
Promotions	No	No		
Transfers	No	No		
Succession and experience planning	Yes	Yes	01/09/2021	31/08/2023
Disciplinary measures	No	No		
Dismissals	No	No		
Retention of designated groups	Yes	Yes	01/09/2021	31/08/2023
Corporate culture	No	No		
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
		The annual Objectives have been achieved in all the occupational levels. The numeric targets have not been achieved in some of the occupational levels, due to the adverse impact that Covid-19 and has had on the economy and the workforce, which resulted in staff decreasing by 522, than what was targeted for. 1. Top Management: Numeric targets have been exceeded by 2 African males and 1 African female. Management development program has been implemented during the period of the EE Plan. The Group continues to work

Yes	<p>with recruitment agencies. 2. Senior Management: The workshop manager and finance and insurance Learnership programs are currently in place. The targets for African males are less by 5 and less by 6 with African females, this is an effect of Covid-19. 3. Middle Management: 30 people from under-represented race groups were enrolled on the service advisor learnership program and have qualified as service advisor. 20 People from under-represented groups were enrolled onto a 3-year motor mechanic apprenticeship program. As a result of covid-19, The Target for African male is less 42 and for African females is less 25 than what was targeted. 4. Junior Management: As a result of covid-19, The Target for African male is less 35 and for African females is less 62 that was targeted. 5. Semi-skilled: As a result of covid-19, The Target for African male is less 59 and for African females is less 25 than what was targeted. 6. Unskilled: As a result of covid-19, The Target for African male is less 66 and for African females is less 46 than what was targeted. 7. Employees with a Disability: As a result of Covid the target is than what was targeted. When the Group lost 24% of its workforce due to the restructuring caused by Covid, employees with disability were also impacted. 8. General: The targets will improve as trading conditions recover from Covid19 and stabilise.</p>
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EEA2 Section G: Signature of the Chief Executive Officer/ Accounting Officer

Chief Executive Officer/Accounting Officer
<p>I JEBB MCINTOSH (full Name) CEO/Accounting Officer of COMBINED MOTOR HOLDINGS LTD hereby declare that I have read, approved and authorized this information.</p> <p>Signed on this 11th day of January (month) year 2022</p> <p>At (place) : Umhlanga</p> <p>Chief Executive Officer/Accounting Officer</p>