



# Siyaya Contracting

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To whom it may concern

## **REFERENCE: DIVERSE HUMAN RESOURCES**

Siyaya Contracting, a Nursery that grows trees and clones bushes, with a staff complement of approximately 90, engaged Diverse Human Resources services, initially, in January 2011 to assist in two disciplinary matters that had been referred to the CCMA.

Donna Merrifield, from Diverse Human Resources provided professional advice and guidance on preparing for the Conciliation and Arbitration process followed at the CCMA. I was unable to attend the Conciliation, for one of the matters, but Donna represented Siyaya Contracting at the CCMA. She was successful in resolving this matter. The other matter continued to Arbitration and was resolved.

In March 2011, we engaged Diverse Human Resources as the Skills Development Facilitator for the company, as well as assisting us in compiling an Employment Equity Plan. Diverse Human Resources has been responsible for training and establishing a Training and Employment Equity Committee in their role and responsibilities as well as successfully submitting the Workplace Skills Plan as per requirements of the FP&M Seta.

Our relationship with Diverse Human Resources continues for the submission of the Employment Equity Reports in October 2011 and the Actual Training Report in June 2012. Donna has assisted us in the completion of the relevant aspects of a Tender document, such as Skills Development and Enterprise Development.

We have found the service provided by Diverse Human Resources to be efficient and prompt, and they have an excellent knowledge of the correct procedures to be followed as well as being a good communicator of possible outcomes of, and responses to, actions that may need to be taken.

We are confident in recommending Diverse Human Resources for all aspects in a business that relate to the employment relationship and administration of staff matters.

Should you require any further information, please do not hesitate to contact the undersigned.

Yours faithfully

VUSI GABUZA  
Owner/Manager