

Strategic Management Policy

a. Purpose

The purpose of this document is to state the position of KTRC regarding strategic management in order support other aspects of the Quality Management System.

b. Scope

The scope of this policy covers the strategic consideration regarding Quality and its influence on the Quality Management system and the organization as a whole.

c. References

None

d. Definitions

None

e. Policy-Strategic Management :

Strategic management is concerned with the overall direction of the organization and its policies and plans. The organization's mission, values, and board direction should be clear so that clients and learners, funding bodies, and staff know what the organizations is trying to achieve and how this will be done.

The requirements are met when there is evidence of a systematic and collaborative approach to objective setting, policy making, planning, and organization. Discretion is needed in how this is interpreted as not all organizations carry out full responsibility for strategic management.

The key document, produced annually, is a business Plan (also called a corporate, strategic, or development plan) which provides both a longer term view and a set of objectives in the current year. Mission, aims, objectives, priorities, and resource allocations, where relevant, should be clear for all the key areas of the organization's operation's operation. Overall, they should show that the needs and requirements of learners are at the heart of the business.

The business plan should be backed up by a clear policy framework and implementation plans. Policies should be directly related to the organization's mission and objectives and give general guidance on aims,

Board of Directors



principles, and the conduct of affairs, and be endorsed by top management.

Implementation plans, whatever the size and scope of the organization, should show, for the forthcoming period (at least a year) what is to be done, by whom, by when, and the arrangements for review.

There should be strong evidence that staff are involved and consulted in objective setting, policy making, and planning and understand the organization's strategy. Account should also be taken of advice from key external agencies.

MANAGEMENT SYSTEM REVIEW POLICY

1. The Company has established and it is the policy to maintain procedures to carry out a system of planned and documented internal quality audits as follows:
 - An independent person should do a planned and comprehensive and documented internal quality audit.
 - He/she will verify whether quality activities comply with planned arrangements and determined the effectiveness of the quality system
 - The result of all internal quality audit reports are documented in the format lay down and corrective action taken to correct any deficiencies recorded.
 - Compliance to the audit schedule ensures that audits and follow-up action is carried out in accordance with documented procedures
2. The internal Quality Management system review programme will include:
 - Annual management Team reviews
 - Scheduled internal QMS system audits
 - Monthly Quality Committee reviews

a) Annual Management Team Reviews

Annual management Team reviews will include the following:

- The continuing suitability of policies and Procedures and against KTRC's goals and objectives.
- The results of Scheduled internal QMS system audits
- The results of monthly Quality Committee reviews
- Actions necessary to promote continual improvement



b) Monthly Quality committee Reviews

Monthly Quality committee reviews will:

- Monitor the implementation of policies and Procedures
- Review the results of scheduled QMS audits
- Follow-up and assist with corrective actions
- Prepare reports for the Management Team

REVIEW SHEET

Date		Compiled By	Reviewed By	Audited By
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			

Board of Directors

KMr Bila S (Chairperson), Mrs Baloyi RM (Deputy Chairperson), Mr Hlungwani TS (Secretary) Mr Maluleke KP (Deputy Secretary, Mr Chauke KD (Treasurer) Ms Baloyi TQ Managing Director



	Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			
	Name: Signature:			

Board of Directors

KMr Bila S (Chairperson), Mrs Baloyi RM (Deputy Chairperson), Mr Hlungwani TS (Secretary) Mr Maluleke KP (Deputy Secretary, Mr Chauke KD (Treasurer) Ms Baloyi TQ Managing Director



	Signature:			
	Name:			
	Signature:			
	Name:			
	Signature:			

Signed at _____ on this ____ day of _____ 2025

Management signature

Board of Directors' representative signature

Board of Directors

KMr Bila S (Chairperson), Mrs Baloyi RM (Deputy Chairperson), Mr Hlungwani TS (Secretary) Mr Maluleke KP (Deputy Secretary, Mr Chauke KD (Treasurer) Ms Baloyi TQ Managing Director