DEPARTMENT OF TOURISM

Directorates and their Functions

1. **Office of the MEC**
   - To politically guide the Department towards the achievement of the tourism mandate as part of contributing to the economic growth of the Province

2. **Office of the HOD**
   - To provide strategic administrative leadership through overall coordination of departmental programmes, policies and procedures.

3. **Strategic planning, Monitoring and Evaluation**
   - The objective entails ensuring that the department implement its programmes within the national and provincial framework and the same plans i.e. MTSF and MTEF are aligned to budget and it also entails the frequency of monitoring and evaluating such plans.

4. **Legal Services**
   - Provision of legal support services to the department covering legal opinions, litigation management, drafting and contracts management including service level agreement.

5. **Human Resources Management Development**
   - To provide good governance and strategic human resource management service with a view of achieving outcome 12, specifically this entails development and implementation of the labour relations policies, the performance management and development system, the human resource plan, the skills development plan, the health and

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wellness plan and the organisational development as key components of the integrated human resource.

6. Financial Management Services

- To ensure effective and efficient financial and asset management systems, internal controls, sound budget and expenditure systems over the MTSF cycle.

7. Corporate Communication and ICT

- Provide corporate communication and ICT services.
- Provisioning of corporate communication services through media liaison.

8. Chief Directorate Tourism Growth, development and Transformation

- To provide guidelines in respect of tourist guiding. This entails facilitating registration of tourism businesses, implementation of the BBBEE Tourism codes.

9. Chief Directorate Tourism planning

- To ensure that tourism plans and initiatives are coordinated and implemented at all levels.

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