

## Who is eligible for the Entrepreneurship Development Programme?

### Business Management Training

- South African citizens, between the ages of 18 and 35 (with a valid South African Identity document)
- Be an existing business owner or an aspiring entrepreneur

The trainings offered by the NYDA – Entrepreneurship Development Programme is free of charge.

What is the process for accessing the Entrepreneurship Development Programme – Business Management Training?

- Aspiring entrepreneurs/ existing business owners who want to attend the Business Management training courses are required to complete the training application form available from [www.nyda.gov.za](http://www.nyda.gov.za) or visit the closest NYDA branch (see list at the back of this brochure)
- Submit the training application form to the nearest NYDA branch
- An assessment is conducted by the branch
- If approved, the participant will be provided with the following:
  - Notification of the approved training course
  - Logistics for the Training
  - Logistics for the Pitching Session
- The participant must present their South African Identity Document at the first day of the training
- Participants attending the SYB and IYB courses will also be required to attend a mandatory “Pitching Session” on a date scheduled by the branch.
- Participants will be issued with a Certificate of Completion for participating in the NYDA Training courses.

## CONTACT DETAILS

### FULL SERVICE BRANCHES

#### EASTERN CAPE

**East London Full Service Branch**  
73 Oxford street  
East London

#### Port Elizabeth Full Service Branch

Govan Mbeki Avenue,  
Vuyisile Mini Square,  
Port Elizabeth, 6001

#### Mthatha

Wonkemntu Craft Centre  
Nelson Mandela Drive  
(Next to Shell Garage)  
Mthatha, 5100

#### KWAZULU-NATAL

**eMpangeni Full Service Branch**  
Central Business District  
Cnr Main and Turnbull Road  
Empangeni

#### Durban Full Service Branch

71 Margaret Mncadi Avenue  
Victoria Maine Building,  
Durban

#### Newcastle Full Service Branch

Civic Centre Newcastle  
38 Murchison Street  
Newcastle

#### Mbombela Full Service Branch

Office Number 7 & 8, Imbizo Place  
Samora Machele Drive (N4)  
Mbombela

#### Secunda Full Service Branch

Block D (Third Door)  
Kiwiet Office Park, Secunda

#### eMalahleni Full Service Branch

Stand No 174 Smuts Avenue  
Emalahleni

#### GAUTENG

#### Johannesburg Full Service Branch

28 Harrison Street  
6th Floor, Johannesburg

#### Randfontein Full Service Branch

Shop No. 2, Cnr Sutherland & Park Street,  
Randfontein

#### Sedibeng

Mafatsane Thusong Centre  
Second Avenue, Evaton, 1985

#### Ekurhuleni

13 Church Street  
Old Magistrate Building  
Youth Empowerment Centre,  
Boksburg

#### Tshwane Full Service Branch

Middestad Mall, 1st Floor  
522 Thabo Sehume Street, Pretoria

#### LIMPOPO

#### Polokwane Full Service Centre

69 Schoeman Street  
Moolman Building, Polokwane

#### Thulamela Full Service Branch

Thulamela Information centre  
Punda Maria Road, Thohoyandou

#### WESTERN CAPE

#### Cape Town Full Service Branch

Shop P18A Golden Acre  
9 Adderley Street, Cape Town

#### FREE STATE

#### Bloemfontein Full Service Branch

Shop GF 125, Sanlam Plaza  
Cnr Charlotte Maxeke & East Burger Streets  
Bloemfontein

#### NORTHERN CAPE

#### Kimberly Full Service Branch

Old Telkom Building, 64 – 70 De Toit Span

#### NORTH WEST

#### Rustenburg Full Service Branch

39 Heystek Street, (next to SARS)  
Rustenburg

### DISTRICT CENTERS:

#### Mopani District Office

27 Agatha Street, Elita Flat no.5  
Central Park, Tzaneen

#### THULAMAHASHE

Bushbuckridge Local Municipality Office, Old  
Bohlabela BLD, Bushbuckridge Main Road.

#### SEKHUKHUNE – GROBLERSDAL

529 Van Reebeck Street, Groblersdal 0470

#### District: WATERBERG – THABAZIMBI

Address: Thabazimbi, Limpopo  
11 Jourdan Street, Mollies Building

#### District: CHRIS HANI – QUEENSTOWN

Address: 22 Cathcart street, Komani

#### District: ALFRED NZO – MOUNT AYLIFF

Umzimvubu Goats Complex-Hospital Road,  
Mount Ayliff 4735

#### District: JOHN TAOLO GAETSEWE

KURUMAN, 4 Federale Mynbou  
(St John Taolo District Municipality)

#### District: NGAKA MODIRI MOLEMA

30 James Watt Crescent  
Industrial Site, Mafikeng

#### XHARIEP

20 Louw Street, Trompsburg

#### District: FEZILE DABI – TWEELING

514 Tweeling, Pink Monaune Youth  
Development Centre, Tweeling, 9820

#### District: UMKHANYAKUDE

MBAZWANA THUSONG CENTRE  
P466, Mbazwana, 3974

#### District: SARAH BAARTMAN – KIRKWOOD

Ndlambe Municipal Building  
57 Voortrekker Street, Alexandria, 6185

#### District: ZULULAND PONGOLA

D1867 Belgrade Area, 3170

#### District: UGU – PORT SHEPSTONE

#### District: WESTERN CAPE

BEAUFORT WEST  
1 Ngesi Ave, Sidesaviwa,  
Beaufort West, 6970

#### District: UTHUKELA MUNICIPALITY

LADYSMITH  
25 Keate Street, Ladysmith



# BUSINESS MANAGEMENT TRAINING PROGRAMME



NATIONAL YOUTH DEVELOPMENT AGENCY  
**OUR YOUTH. OUR FUTURE.**

Toll Free No: **0800 58 58 58** • Web: [www.nyda.gov.za](http://www.nyda.gov.za)  
 National Youth Development Agency @nyda\_insta @NYDARSA @nydarsa

## Introduction to the National Youth Development Agency

The National Youth Development Agency (NYDA) is a South African youth development agency aimed at creating and promoting co-ordination in youth development matters. The NYDA results from the merger of the National Youth Commission and Umsobomvu Youth Fund.

The NYDA has identified the following areas of work to implement its programmes:

- Economic Participation
- Education & Skills Development
- Health & Well-Being
- Research & Policy
- Governance

One of the NYDA's key Economic Participation programmes is the Business Management Training.

## What is the Business Management Training Programme?

The Business Management Training Programme is aimed at creating a conducive environment for young entrepreneurs to access relevant entrepreneurship skills, knowledge, values and attitudes for their businesses.

The programme offers entrepreneurship trainings that responds appropriately and adequately to the market and business needs of the young people.

## What services does the Business Management Training Programme offer?

The Business Management Training Programme offers a range of business courses offered at the NYDA branches.

The Business Management Training courses is designed to support young entrepreneurs in the following stages of the businesses:

- Pre-start Up/Idea generation
- Survivalist
- Start Up
- Early Development
- Growth & Expansion

## The ILO – SIYB Training Courses

**The International Labour Organisation (ILO)** – Start and Improve Your Business (SIYB) is the largest global business management training programme. It assists small scale entrepreneurs to start and grow their businesses and create employment. These training courses are offered as a 3 to 6 days training course depending on the specific needs of the young person and the level of the business.

The Business Management Training courses are packaged in the following courses:

### GENERATE YOUR BUSINESS IDEA (GYBI)- 3 Days Course

This course enables potential entrepreneurs to develop a concrete business idea

The following modules are offered as part of the course:

- Part I – You are an Entrepreneur
- Part II – A market is waiting for you
- Part III – Your Own Business Idea List
- Part IV – The Best Business Idea for You
- Part V – Your Own Business Idea

Participants will receive a “Certificates of Completion” for the 3 day GYBI training course completed – on the on the last day of the training.

### START YOUR BUSINESS (SYB) – 6 days Course

This course enables potential entrepreneurs to develop a bankable business plan and enhance their skills and knowledge.

The following modules are offered as part of the course (5days)

- Part I – Assess Your Readiness to Start a Business
- Part II – The Business Plan
- Part III – Reinforce Your Business Idea
- Part IV – The Marketing Plan
- Part V – Staff
- Part VI – Organisation and Management
- Part VII – Buying for your Business
- Part VIII – Greening Your Business
- Part IX – Costing Your Goods & Services
- Part X – Financial Planning
- Part XI – Required Start Up Capital
- Part XII – Types and Sources of Start Up Capital
- Part XIII – Starting the Business

### POST TRAINING – PITCHING SESSION (1 day)

- Pitching session is mandatory – where the participants make presentations post the SYB training
- Certificates are issued only at the pitching session.

### IMPROVE YOUR BUSINESS (IYB) – 6 Days Course

This course enables existing entrepreneurs to develop their skills and improvement plans for their business.

The following modules are divided into 2 - IYB courses:

- Marketing
- Buying and Stock Control
- People and Productivity
- Costings
- Record Keeping
- Planning for your Business

The IYB Course is packaged into 2 offerings:

#### IYB Course- 1 (6 days)

- Marketing
- Buying and Stock Control
- People and Productivity

This course is delivered over a period of 5 consecutive days

#### IYB Course- 2 (6 days)

- Costings
- Record Keeping
- Planning for your Business

These courses are delivered over a period of 5 consecutive days

### Post Training – Pitching Session (1day)

- Pitching session is mandatory – where the participants make presentations post the IYB training
- Certificates are issued only at the pitching session