



# South African Society of Archivists

Non- Profit Organisation Reg. No. 140-955 NPO c/o National Archives and Records Services of South Africa. Private Bag x 236, Pretoria 0001

[www.saarchivist.co.za](http://www.saarchivist.co.za)

## STRATEGIC PLAN 2018-19

STRATEGIC GOAL	STRATEGIC OBJECTIVE	PERFORMANCE INDICATOR	TIME FRAMES	RESPONSIBILITY
Strengthen healthy relationship amongst members and relevant stakeholders through communication and marketing	Develop communication plan	Approved communication plan	Quarterly	Marketing and Liaison Officer
	Develop marketing strategy	Approved marketing strategy		Marketing and Liaison Officer
	Attendance of meetings by members	Quarterly attendance of meetings by branches and one AGM	Quarterly and Annually	Branch Secretaries and NEC Secretary
	Updated membership database	Updated membership database	Annually	NEC Secretary
	Establishment of SASA Office	Functional SASA Office	31 December 2018	Gauteng Branch Chairperson
Upskill members	Conduct national training needs survey	Survey report	31 January 2019	NEC Deputy Chairperson
	Conduct training / workshops in active branches	Four workshops / Trainings conducted	30 June 2019	NEC Deputy Chairperson
SASA Accreditation	Consultation with SAQA	Consultative report	30 June 2019	NEC Chairperson