



Highveld Industrial Park
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eMalahleni
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COMPANY PROFILE

Vision

To be the best known, hands on advisory and consulting firm that focus on your journey as well as your destination, caring about you, your team and your business as if it were our own.

Mission

We are guided by our mission to have a transformative impact on our clients and abide by our values and unwavering commitment to always do the right thing by our clients, our people and our communities.

Values

Passion & Commitment

Passion for results, completely aligning with our clients for their success. Commitment to highest quality, professionalism and ethical standards in everything we do.

Honesty & Openness

Deep intellectual honesty to tell it like it is, in direct and straightforward language. Openness to the 1% possibility that current beliefs, decisions and strategies could be wrong.

Practical

Practical, "at cause" approaches that focus on getting the job done and turning decisions into action.

One Team

"One team" attitude, extending trust, respect and support in all our interactions, to direct our collective energy at winning at all times.



LITTLE THINGS MAKE BIG THINGS HAPPEN

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Passion for Results

Results, not reports

To The Detail was founded on the principle that clients should get results, not just reports from their business partners. We broke the rules by developing customized strategies that helped clients. Our team worked alongside clients to turn recommendations into concrete actions. In the consulting world, our results-driven approach was a unique innovation.

Putting our money where our mouth is

To The Detail engages in various "tied" arrangements with our clients, allowing us to better align our financial incentives with client outcomes. Our people are passionate about creating bottom-line results for clients. Aligned arrangements fall right in line with this commitment. We prosper only if the client prospers.

Results Delivery

More than 70% of major change efforts typically fail. To The Detail's approach to realizing results helps clients overcome the odds. With Results Delivery, we focus on predicting, measuring and managing risk associated with Industry Peace from day one. The result: a considerable increase in the odds of success, supported by dedicated partners within the client's organization and other stakeholders

About To The Detail

We are one of the leading consulting and advisory firms, where bold thinking, inspired people and a passion for results come together for extraordinary impact. To The Detail helps transform businesses into vigorous, agile organizations that anticipate the unpredictable, adapt rapidly to disruption and outcompete their threats. We work with clients who do not hide from the future but want to define it, clients with high potential and high ambition, determined to adapt and become enduring winners. We do recognise that Stakeholders like the local communities, government and civil society play a central role in the promotion of Socio-Economic interests. To this effect, we adopted a holistic approach in engaging local communities and stakeholders on issues of mutual interest.

To The Detail was established by Rudolph Raphael and is based in eMalahleni, Mpumalanga Province.



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Our People & Leadership

Our uniquely collaborative and passionate people work alongside our clients every step of the way caring more, telling it like it is to anticipate and overcome all the barriers to change.

We actively engage from the front line with a collaborative style that emphasizes teamwork, trust and tolerance for diverging opinions.

It feels different to work with us.

Leadership



Rudolph Raphael
General Manager

Rudolph is the founder of To The Detail. He has worked in the Human Resources field for the last 17 years in the mining, construction and manufacturing industries as a Training Superintendent and as a Human Resources Generalist. His most recent position was Unit Manager – ER & HR Operations at Evraz Highveld Steel and Vanadium. Rudolph is currently furthering his studies in Human Resources. Rudolph is a Chartered Human Resources Professional.

Rudolph holds the following qualifications:

ND (UNISA), ASS & MOD



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Petronella Raphael
Operations & Safety Manager

Petronella has vast experience in Operations & Human Resources Management. She has worked in the mining, industrial and manufacturing sectors with a combined 15 years' experience. She has led teams of up to 120 people on various projects ranging from general maintenance, Industrial cleaning and labour hire and construction. Her most recent position was General Manager at Raul's Industrial Enterprises. Petronella is currently studying towards a degree in Operations Management.



Nonhlanhla Mkwanazi
Financial Manager

Nonhlanhla has worked for Evraz Highveld Steel as a Maintenance Planner, responsible for engineering availabilities, maintenance management, procurement and financial management of the Iron Plant. She has a combined 18 years' experience in the steel manufacturing and smelting industry. Her most recent position was maintenance planner at Bushveld Minerals. Nonhlanhla is a qualified artisan (rigger) and has a national diploma in Engineering Management.

Nonhlanhla holds the following qualification:

B Com in Operations and Supply Chain Management



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Services

- **Community and Stakeholder Management**

- Proactive development of community and stakeholder engagement strategies
- Promotion of sound community and stakeholder relations
- Facilitation of community and stakeholder meetings
- Representation and active participation in LED & IDP forums
- Local Economic Development Projects
- Corporate Social Investment Projects
- Social & Labour Plans
- Industry Peace: Management of Community protest action at industries and mines

- **Industrial Relations Management**

- Presiding over disciplinary matters and grievance hearings
- Representation at the CCMA and Bargaining Councils
- Proactive management of disputes and/or Management/Union conflicts
- Development and review IR policies and procedures
- Relationship building
- Facilitating wage negotiations process
- Conflict Management

- **Alternative Dispute Resolution**

- Arbitration
- Mediation
- Facilitation
- Conciliation

- **Human Resources Management**

- Diagnose HR practices, policies and procedures and advice
- Job Profiles
- Development and improvement of systems
- Integration of HR systems and processes
- Team capacity building interventions and training sessions
- Benchmarking, development and implementing of integrated HR initiatives



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- **Business Compliance**

- Company Registrations (PTY) LTD
- NPO/NGO Registrations
- Company Profiles
- Name Registrations
- Name Changes
- Add and Remove Directors
- Annual Renewals
- Tax Clearance Certificates
- BEE Certificates
- COIDA Letter of Good Standing
- VAT Registrations
- Share Certificates
- Memorandum of Incorporation
- Safety Files
- SHEQ Policy Manual
- UIF Registrations
- Work Place Skills Plan, Annual Training Report and Submission.
- Conducting of Skills Audits

- **Recruitment / Staffing Solutions**

- Permanent Recruitment and Placements
- Temporary Recruitment and Placements
- Outsourced Staffing, Permanent or Temporary
- Background Screening / Checks
- Thorough In-Person Interviews

- **Corporate Identity Design**

- Logo Design
- Business Card Design
- Letterhead Design
- Email Signature Design
- Flyer Design
- Company Emails
- Domain Registrations



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Why Choose Us

Commitment to Quality

- Creating value through excellence, innovation, quality and people

Customer Focus

- Always give people more than what they expect to get. Every great business is built on friendship

Competitive Prices

- Quality is unsurpassed while the prices are affordable and cost-effective

Dedicated, One-On-One Attention

- The major benefit of choosing US is that you get the attention you require for us to tailor the best customized solution for your needs.

Every business is unique and it is critical that your presence distinguishes you from your competition. We work closely with you to develop an intimate understanding of your vision, mission, target and market.

We are confident that our business-oriented approach will produce the most compelling and unique solutions for your needs.

Our Professionals have a proven track record to provide proven, workable and effective solutions. We believe in investing heavily in our skills and knowledge to ensure that you receive the very latest and up to date information and techniques for your solutions.

Our Experience

We command relevant experience of more than 15 years within the Human Resources and Community & Stakeholder Engagement field. Amongst others, our experience includes strike and community protest action management, disciplinary procedures & processes, CCMA and Bargaining Council representation, recruitment and technical competencies, targeted selection interviews and verification of qualifications including Recognition for Prior Learning.



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Some Clients & Partners



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