

**PROVINSIALE TESOURIE • PROVINCIAL TREASURY •
UNONDYEBO WEPHONDO**



Verwysing
Reference
Isalathiso

PT19/4/2

Navrae
Enquiries
Imibuzo

P Swartbooi

TREASURY CIRCULAR NO. 26/2006

THE ACCOUNTING OFFICER: VOTE 1: PREMIER (DR GA LAWRENCE)
THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MR R HINDLEY) (ACTING)
THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (DR JC STEGMANN)
THE ACCOUNTING OFFICER: VOTE 4: COMMUNITY SAFETY (MR M DELIWE)
THE ACCOUNTING OFFICER: VOTE 5: EDUCATION (MR RB SWARTZ)
THE ACCOUNTING OFFICER: VOTE 6: HEALTH (PROF KG HOUSEHAM)
THE ACCOUNTING OFFICER: VOTE 7: SOCIAL SERVICES AND POVERTY ALLEVIATION (MS K LUBELWANA) (ACTING)
THE ACCOUNTING OFFICER: VOTE 8: LOCAL GOVERNMENT AND HOUSING (MS S MAJIET)
THE ACCOUNTING OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR T TOLMAY)
THE ACCOUNTING OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR T MANYATHI)
THE ACCOUNTING OFFICER: VOTE 11: AGRICULTURE (MS J ISAACS)
THE ACCOUNTING OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (DR H FAST) (ACTING)
THE ACCOUNTING OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR MN LINDIE)

THE CHIEF FINANCIAL OFFICER: VOTE 1: PREMIER (MR H ARENDSE)
THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MS A SMIT) (ACTING)
THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR A GILDENHUYS)
THE CHIEF FINANCIAL OFFICER: VOTE 4: COMMUNITY SAFETY (MR M MACIKAMA) (ACTING)
THE CHIEF FINANCIAL OFFICER: VOTE 5: EDUCATION (MR L ELY)
THE CHIEF FINANCIAL OFFICER: VOTE 6: HEALTH (MR A VAN NIEKERK)
THE CHIEF FINANCIAL OFFICER: VOTE 7: SOCIAL SERVICES AND POVERTY ALLEVIATION (MR JO SMITH)
THE CHIEF FINANCIAL OFFICER: VOTE 8: LOCAL GOVERNMENT AND HOUSING (MR PAE BREDEKAMP)
THE CHIEF FINANCIAL OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR AA GAFFOOR)
THE CHIEF FINANCIAL OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR CR ISMAY)
THE CHIEF FINANCIAL OFFICER: VOTE 11: AGRICULTURE (MR F HUYSAMER)
THE CHIEF FINANCIAL OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MS M ABRAHAMS)
THE CHIEF FINANCIAL OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR A ASSIM)

THE HEAD OFFICIAL: PROVINCIAL TREASURY (DR JC STEGMANN)
THE HEAD: RESOURCE MANAGEMENT (MS SMA ROBINSON)
THE HEAD: ASSET MANAGEMENT (MR TD PILLAY)
THE HEAD: FINANCIAL GOVERNANCE (MR TC ARENDSE)
THE HEAD: PUBLIC FINANCE (MR H MALILA)
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUYS)
THE SENIOR MANAGER: HUMAN RESOURCE MANAGEMENT (MS C PAUL)
THE SENIOR MANAGER: ACCOUNTING (MR A REDDY)
THE SENIOR MANAGER: NORMATIVE FINANCIAL MANAGEMENT (MR F JACOBS) (ACTING)
THE SENIOR MANAGER: RISK MANAGEMENT AND GOVERNANCE SYSTEMS (MR L NENE)
THE CHIEF AUDIT EXECUTIVE (MS R JAFTHA)
THE SENIOR MANAGER: ECONOMIC ANALYSIS (MS B BOQWANA)
THE SENIOR MANAGER: FISCAL POLICY (MR D CORNELISSEN) (ACTING)
THE SENIOR MANAGER: BUDGET OFFICE (MS AJ HICKEY) (ACTING)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (MR DG BASSON)
THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (MR G PAULSE)
THE SENIOR MANAGER: PHYSICAL (FIXED) ASSETS AND PPPs (MR NB LANGENHOVEN)
THE SENIOR MANAGER: SUPPLY CHAIN MANAGEMENT (MR L MUNSAMY)
THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)
THE HEAD: OFFICE OF THE MINISTRY (MR G GESWINDT)

MASTER RECORDS OFFICIAL: FINANCIAL MANAGEMENT

RISK MANAGEMENT TRAINING SCHEDULE FOR THE PERIOD: OCTOBER – DECEMBER 2006

1 PURPOSE

- The purpose of this circular is to inform departments of the training program and nomination process with regards to Enterprise Risk Assessor Software, Risk Management Framework, Event Identification-and-Risk Assessment and Process and Control Mapping for the period 1 October – 31 December 2006.

2 NOMINATION PROCESS

- It is the responsibility of each department to nominate suitable candidates who are responsible for implementing risk management and to ensure that these candidates are informed timeously in order to attend the course.
- The nominations for courses must reach the Provincial Treasury before or on **13 October 2006**.
These nominations must be sent to: **Mr. Pedro Swartbooi (Tel. 021 – 4836263)**.
- Any late withdrawals and substitutions must also be sent to the afore-mentioned official.
- Please note that we require certain particulars from all nominated officials, the details of which are reflected on Annexure A attached hereto. This information has no influence on the selection criteria and will only be utilized for statistical purposes to update the database of Directorate: Risk Management and Governance Systems.
- Nominations from candidates within the departmental risk management units will receive preference. Departments must ensure that nominations are made per **course** and not per **official**.

3 TRAINING PROGRAMME

- Below is the detailed training schedule for Risk Management for the period 1 October – 31 December 2006. This program gives a clear indication of the various courses on offer, the dates as well as the facilitators who will be presenting these courses.
- Departments must ensure that their nominations correspond with the training program.
- Suitable venues are being finalized and departments will be notified in due course once it has been confirmed.

Date	Training Intervention	Facilitator	Duration
19 – 20 Oct 2006	ERA Risk Management Software	Ashley Thomas	2 Days
23 – 27 Oct 2006	Risk Management Framework	Ashley Thomas	5 Days
01 – 02 Nov 2006	Process and Control Mapping	Nezaam Jassiem	2 Days
20 – 24 Nov 2006	Risk Management Framework	Ashley Thomas	5 Days
27 – 28 Nov 2006	ERA Risk Management Software	Ashley Thomas	2 Days
04 – 05 Dec 2006	Event Identification and Risk Assessment	Pedro Swartbooi	2 Days
06 – 07 Dec 2006	Event Identification and Risk Assessment	Pedro Swartbooi	2 Days
13 – 14 Dec 2006	Process and Control Mapping	Pedro Swartbooi	2 Days

- The following is a short description of what will be covered in each training:

Training Intervention	Description
ERA Risk Management Software	Short overview on the software coupled with practical training on the Assessor and Consolidation Tools.
Risk Management Framework	Detailed coverage on PGWC Risk Management framework discussing the theory on what needs to be done in the risk management process.
Process and Control Mapping	Theoretical and practical guidance on how to document processes and controls including training on Visio software.
Event Identification and Risk Assessment	Practical training on how to conduct Event Identification and Risk Assessment workshops.

- The target groups in respect of above-mentioned training courses are all levels of staff members within Departmental Risk Management Units.

4 LOGISTICAL ARRANGEMENTS

- Provincial Treasury will make all arrangements with regards to meals and refreshments but the departments will be responsible for their own arrangements with regard to traveling.
- Stationery such as notepads and pens will not be provided as this is the responsibility of each nominated official.

