



Reference: 16/20/1

TREASURY CIRCULAR NO. 8 /2012

THE PREMIER

- THE MINISTER OF AGRICULTURE AND RURAL DEVELOPMENT
- THE MINISTER OF COMMUNITY SAFETY
- THE MINISTER OF CULTURAL AFFAIRS AND SPORT
- THE MINISTER OF EDUCATION
- THE MINISTER OF FINANCE, ECONOMIC DEVELOPMENT AND TOURISM
- THE MINISTER OF HEALTH
- THE MINISTER OF HUMAN SETTLEMENTS
- THE MINISTER OF LOCAL GOVERNMENT, ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
- THE MINISTER OF SOCIAL DEVELOPMENT
- THE MINISTER OF TRANSPORT AND PUBLIC WORKS
- THE SPEAKER: PROVINCIAL PARLIAMENT
- THE DEPUTY SPEAKER: PROVINCIAL PARLIAMENT

} For information

- THE ACCOUNTING OFFICER: VOTE 1: PREMIER (ADV B GERBER)
- THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MR R HINDLEY)
- THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (DR JC STEGMANN)
- THE ACCOUNTING OFFICER: VOTE 4: COMMUNITY SAFETY (DR GA LAWRENCE)
- THE ACCOUNTING OFFICER: VOTE 5: EDUCATION (MS P VINJEVOLD)
- THE ACCOUNTING OFFICER: VOTE 6: HEALTH (PROF KC HOUSEHAM)
- THE ACCOUNTING OFFICER: VOTE 7: SOCIAL DEVELOPMENT (MR G RAS)
- THE ACCOUNTING OFFICER: VOTE 8: HUMAN SETTLEMENTS (MR M TSHANGANA)
- THE ACCOUNTING OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR T GILDENHUYS)
- THE ACCOUNTING OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MR J FOURIE)
- THE ACCOUNTING OFFICER: VOTE 11: AGRICULTURE (MS J ISAACS)
- THE ACCOUNTING OFFICER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MR S FOURIE)
- THE ACCOUNTING OFFICER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR B WALTERS)
- THE ACCOUNTING OFFICER: VOTE 14: LOCAL GOVERNMENT (DR H FAST)

- THE CHIEF FINANCIAL OFFICER: VOTE 1: PREMIER (MR D BASSON)
- THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MS N PETERSEN)
- THE CHIEF FINANCIAL OFFICER: VOTE 3: PROVINCIAL TREASURY (MR A GILDENHUYS)
- THE CHIEF FINANCIAL OFFICER: VOTE 4: COMMUNITY SAFETY (MR M FRIZLAR)
- 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 DEVELOPMENT (MR JO SMITH)
- THE CHIEF FINANCIAL OFFICER: VOTE 8: HUMAN SETTLEMENTS (MR F DE WET)
- 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 (MS BG RUTGERS)
- THE CHIEF FINANCIAL OFFICER: VOTE 14: LOCAL GOVERNMENT (MS B SEWLALL-SINGH)

- THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MR P ABRAHAMS) (ACTING)
- THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (MS M MOROKA)
- THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR N FLAATTEN) (ACTING)
- THE CHIEF EXECUTIVE OFFICER: CAPE TOWN ROUTES UNLIMITED (DMO) (MR C GILFELLAN)
- THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE CULTURAL COMMISSION (MS J MOLELEKI)
- THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE LANGUAGE COMMISSION (MS J MOLELEKI)
- THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE HERITAGE COMMISSION (MS J MOLELEKI)
- THE CHIEF EXECUTIVE OFFICER: CASIDRA (MS T MLONYENI) (ACTING)
- THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE LIQUOR BOARD (MR S FOURIE)
- THE CHIEF FINANCIAL OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MR P ABRAHAMS)
- THE CHIEF FINANCIAL OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (MR A PRESTSON)
- THE CHIEF FINANCIAL OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR I BLACKIE)
- THE CHIEF FINANCIAL OFFICER: CAPE TOWN ROUTES UNLIMITED (DMO) (MR H BONESCHANS)
- THE CHIEF FINANCIAL OFFICER: WESTERN CAPE CULTURAL COMMISSION (MS B RUTGERS)
- THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LANGUAGE COMMISSION (MS B RUTGERS)
- THE CHIEF FINANCIAL OFFICER: WESTERN CAPE HERITAGE COMMISSION (MS B RUTGERS)
- THE CHIEF FINANCIAL OFFICER: CASIDRA (MR F VAN ZYL)

THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LIQUOR BOARD (MS M ABRAHAMS)
THE HEAD OFFICIAL: PROVINCIAL TREASURY (DR JC STEGMANN)
THE HEAD: BRANCH FISCAL AND ECONOMIC SERVICES (MR H MALILA)
THE HEAD: BRANCH GOVERNANCE AND ASSET MANAGEMENT (MR TC ARENDSE)
THE HEAD: PUBLIC POLICY SERVICES (MR A PHILLIPS)
THE HEAD: PUBLIC FINANCE (MR H MALILA) (PRO TEM)
THE HEAD: FINANCIAL GOVERNANCE (MR A HARDIEN)
THE HEAD: ASSET MANAGEMENT (MS N EBRAHIM) (ACTING)
THE CHIEF FINANCIAL OFFICER (MR A GILDENHUY)
THE SENIOR MANAGER: ACCOUNTING SERVICES: PROVINCIAL GOVERNMENT (MR A REDDY)
THE SENIOR MANAGER: ACCOUNTING SERVICES: LOCAL GOVERNMENT (MS L NGXONONO)
THE SENIOR MANAGER: CORPORATE GOVERNANCE (MR B VINK)
THE SENIOR MANAGER: BUDGET MANAGEMENT: PROVINCIAL GOVERNMENT (MS M SHERATON-KORSTEN)
THE SENIOR MANAGER: BUDGET MANAGEMENT: LOCAL GOVERNMENT (MR ML BOOYSEN)
THE SENIOR MANAGER: PROVINCIAL GOVERNMENT FINANCE (MS A PICK)
THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (GROUP ONE) (MR F SABBAT)
THE SENIOR MANAGER: LOCAL GOVERNMENT FINANCE (GROUP TWO) (MR M SIGABI)
THE SENIOR MANAGER: PUBLIC FINANCE POLICY RESEARCH AND MODELLING (MS C HORTON)
THE SENIOR MANAGER: IMMOVEABLE ASSET MANAGEMENT (MR NB LANGENHOVEN)
THE SENIOR MANAGER: MOVEABLE ASSET MANAGEMENT (MS N EBRAHIM)
THE SENIOR MANAGER: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A BASTIAANSE)
THE HEAD: OFFICE OF THE FINANCE MINISTRY (MS A SMIT)

THE PROVINCIAL AUDITOR
MASTER RECORDS OFFICIAL: FINANCIAL MANAGEMENT

REGISTRATION OF USERS ONTO THE NEW CONTRACT REGISTRATION APPLICATION SYSTEM (CRA) PREVIOUSLY PCI SYSTEM IN RESPECT OF THE NEW PREFERENTIAL PROCUREMENT REGULATIONS, 2011

1 Purpose

- 1.1 The purpose of this communiqué is to disseminate the attached National Treasury letter (included as **annexure "A"**) informing all Provincial Departments of the new reporting system called Contract Registration Application (CRA) previously known as the Procurement Contract Information (PCI) system, as this system has been amended to be consistent with the requirements of the revised Preferential Procurement Regulations, 2011.
- 1.2 To inform all Provincial Departments of the new registration processes and requirements of users to obtain access to the system when reporting on contracts awarded above the threshold of R100 000.

2. Request

- 2.1 The Provincial Treasury therefore requests that:
 - a) All Accounting Officers ensures that the content of this circular is brought to the attention of all relevant officials within their departments.

- b) Departments nominate three (3) officials within their SCM units for registration and training purposes on the CRA system. It is imperative that one of the nominated officials be the data capturer that is familiar with contract award reporting requirements.
- c) Departments to provide Provincial Treasury with the following details of the nominated officials via email to Laverne.Josias@pgwc.gov **by no later than 16 February 2012.**
- Full names of the users;
 - Name of the Department
 - Assign profiles i.e. contract capturer, approver, system manager
 - E-mail addresses; and
 - Persal/ employee numbers
- d) Departments report all outstanding contracts awarded in terms of the previous Preferential Procurement Regulations, 2001 to National Treasury via email to the following officials:

Mr J Maluleke

Contact number: 012 395 6537

Email: jerry.maluleke@treasury.gov.za or

Mrs K Mashabela

Contact number: 012 395 6706

Email: khutso.mashabela@treasury.gov.za

2.2 Your co-operation in this regard will be highly appreciated.

Yours sincerely



A Bastiaanse

Acting Head: Asset Management

Date: 08-02-2012



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Private Bag X115, Pretoria, 0001 - Tel: (+27 12) 315 5111


**Head of Department
Western Cape Provincial Treasury
Private Bag x 9165
Cape Town
8000**

For attention: N. Ebrahim

SUBJECT: REGISTRATION OF USERS ONTO THE CONTRACT REGISTRATION APPLICATION (CRA) AS A RESULT OF THE REVISED PREFERENTIAL PROCUREMENT REGULATIONS, 2011 THAT CAME INTO EFFECT ON 7 DECEMBER 2011.

- 1 The Norms and Standards Unit within the Specialist Functions Branch of the National Treasury is, among others, vested with the responsibility of monitoring the award of contracts above the value of R100 000.00. The system for reporting such contracts must be in accordance with the applicable legislative framework governing awarding of public sector contracts.
- 2 The purpose of this letter is to seek the assistance of your Office with the registration of users onto the Contract Registration Application (CRA) (previously known as the Procurement Contract Information (PCI) system). The system which is being used for reporting purposes has been amended to be consistent with the requirements of the revised Preferential Procurement Regulations, 2001 which came into effect on 7 December 2011.
- 3 Provincial departments are, therefore, required to nominate at least 3 officials within their Supply Chain Management Units for registration and training purposes. It is imperative that at least one of the nominated officials should be a data capturer that is familiar with the contract award reporting requirements.
- 4 It would be appreciated if you would obtain the following information / details in respect of the officials from the various Departments in your Province and submit same to the National Treasury:
 - Full names of the users;
 - Name of Department,;
 - Assigned profiles i.e. contract capturer, approver , system manager,
 - E-mail addresses; and
 - Persal / employee numbers.

- 5 Departments are required to report all the outstanding awarded contracts in terms of the previous Preferential Procurement Regulations, 2001 manually because amended online contract reporting system will only accommodate the contracts awarded on the Revised PPPFA regulation of 2011, where information in respect of respect of the contractors B-BBEE Level of Contribution.
- 6 The information required in paragraph 4 above must be sent to the National Treasury by e-mail to jerry.maluleke@treasury.gov.za or khutso.mashabela@treasury.gov.za by no later than 17 February 2012.
- 7 Enquiries in this regard may be directed to Mr J Maluleke or Mrs K Mashabela at telephone numbers (012) 395 6537 or (012) 395 6706 respectively.
- 8 Your assistance is greatly appreciated


JAN BREYTENBACH
CHIEF DIRECTOR: NORMS & STANDARDS
DATE: 2012/02/03