



EMATS NO: 2012/2574

FILE REFERENCE: T6/1/3/AM

TREASURY CIRCULAR NO. 36/2012

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 (MS K LUBELWANA)
 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) (ACTING)
 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 (MR F DE WET) (ACTING)

THE SUPPLY CHAIN MANAGER: VOTE 1: PREMIER (MS A STASSEN)
 THE SUPPLY CHAIN MANAGER: VOTE 3: PROVINCIAL TREASURY (MR A ASHLEY)
 THE SUPPLY CHAIN MANAGER: VOTE 4: COMMUNITY SAFETY (MS E ISAACS)
 THE SUPPLY CHAIN MANAGER: VOTE 5: EDUCATION (MS R DE BRUYN)
 THE SUPPLY CHAIN MANAGER: VOTE 6: HEALTH (MR D DIEDERICKS)
 THE SUPPLY CHAIN MANAGER: VOTE 7: SOCIAL DEVELOPMENT (MS P MABHOKWANA)
 THE SUPPLY CHAIN MANAGER: VOTE 8: HUMAN SETTLEMENTS (MS L NEL)
 THE SUPPLY CHAIN MANAGER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR M PHASWANE)
 THE SUPPLY CHAIN MANAGER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MS C SMITH)
 THE SUPPLY CHAIN MANAGER: VOTE 11: AGRICULTURE (MR C HICKLEY)
 THE SUPPLY CHAIN MANAGER: VOTE 12: ECONOMIC DEVELOPMENT AND TOURISM (MR D PAULSE)
 THE SUPPLY CHAIN MANAGER: VOTE 13: CULTURAL AFFAIRS AND SPORT (MR ANWAR ADONIS)
 THE SUPPLY CHAIN MANAGER: VOTE 14: LOCAL GOVERNMENT (MS S MOODLEY)

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)

RE: ASSET MANAGEMENT AND SUPPLY CHAIN MANAGEMENT FORUM MEETINGS FOR THE 21 AND 30 AUGUST 2012.

1. PURPOSE

- 1.1 To inform all Provincial Departments and Entities about the Asset Management and SCM Forum meetings scheduled to take place on the 21 and 30 August 2012 respectively.

2. BACKGROUND

- 2.1 One of the tools that assist Provincial Departments with the successful implementation of Asset Management (AM) and Supply Chain Management (SCM) is the AM /SCM forum meetings that have successfully taken place on quarterly basis. The AM/SCM Forum is a subset of the Provincial CFO forum that was created as a medium for all SCM practitioners to inform financial decision making from a SCM perspective. To date, numerous implementation challenges arising from day to day operations of AM and SCM duties have been addressed at these forum meetings. The Forum meetings create an opportunity for sharing and dissemination of ideas and information, especially new approaches and enhancements. They further aim to promote uniformity and consistency amongst AM and SCM operational practices and is a mechanism to provide greater co-ordination between policy development and financial management for all SCM/ AM practitioners within the Province.

An additional need has arisen to establish a SCM Reference Group, comprising of departmental SCM heads that will from a strategic SCM perspective inform SCM provincial policy, procedures and ensuring standardisation, uniformity and practicality. The establishment of the SCM Reference Group was agreed to at the SCM/AM forum held on 23/6/2011 and will meet henceforth formally on a monthly basis.

2.2 ATTENDEES TO THE SCM FORUM

At least three Asset or Supply Chain Management practitioners per department / entity should attend the AM/SCM Forum. For the purposes of impact, capacity building and policy implementation for AM and SCM, it is imperative that the officials that attend must be directly involved in the day to day operation of AM/SCM.

2.3 DETAILS OF THE MEETINGS

Provincial Treasury has decided to rotate the SCM/AM Forum meetings among all the District Regions of the Western Cape Province in order to accommodate every SCM/AM practitioners that are working for Western Cape Government.

The first AM/SCM Forum meeting taking this new form has been scheduled to take place on **Tuesday, 21 August 2012, at Stikland Hospital, Auditorium (Training Centre), De la Haye Avenue, Bellville.**

The second meeting will take place on **Thursday, 30 August 2012 at Eden District Municipal Chambers, 54 York Street, George.**

Both these Forum meeting will commence at 09h00 ending at 15h30.

2.5 AGENDA ITEMS TO BE DISCUSSED

The two Directorates of Provincial Treasury: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT and SUPPORTING & INTERLINKED FINANCIAL SYSTEMS came together and determined the standard agenda items for discussion at each forum meeting which are as follows:

Provincial Government Supply Chain Management

1. Provincial Treasury Instructions
2. Circulars issued
3. Training
4. Asset Management
5. Helpdesk

Supporting and Interlinked Financial Systems

1. Western Cape Supplier Database
2. Integrated Procurement Solution
3. Enhancements New and Future
4. Clean –up of commitments and accruals
5. Formal training

Other AM/SCM related issues from the Departments, which require clarity, are also welcomed. These will be included under the standardized agenda themes.

3. NOMINATIONS

Nominations must please reach this office a week before the date of event, to ensure logistical arrangements are finalized.

I trust that you find the above in order.

A handwritten signature in black ink, appearing to read 'Nadia Ebrahim', written over a horizontal line.

MRS NADIA EBRAHIM

SENIOR MANAGER: PROVINCIAL GOVERNMENT: SUPPLY CHAIN MANAGEMENT

DATE: 03/08/2012