

Reference number: RCS/C.6

Private Bag X9165
CAPE TOWN
8000

TREASURY CIRCULAR NO. 25/2020

THE PREMIER
THE MINISTER OF AGRICULTURE
THE MINISTER OF COMMUNITY SAFETY
THE MINISTER OF CULTURAL AFFAIRS AND SPORT
THE MINISTER OF EDUCATION
THE MINISTER OF FINANCE AND ECONOMIC OPPORTUNITIES
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
THE EXECUTIVE AUTHORITY: WESTERN CAPE GAMBLING AND RACING BOARD (MINISTER D MAYNIER)
THE EXECUTIVE AUTHORITY: WESTERN CAPE NATURE CONSERVATION BOARD (MINISTER A BREDELL)
THE EXECUTIVE AUTHORITY: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MINISTER D MAYNIER)
THE EXECUTIVE AUTHORITY: SALDANHA BAY IDZ LICENCING COMPANY (MINISTER D MAYNIER)
THE EXECUTIVE AUTHORITY: WESTERN CAPE CULTURAL COMMISSION (MINISTER A MARAIS)
THE EXECUTIVE AUTHORITY: WESTERN CAPE LANGUAGE COMMITTEE (MINISTER A MARAIS)
THE EXECUTIVE AUTHORITY: WESTERN CAPE HERITAGE (MINISTER A MARAIS)
THE EXECUTIVE AUTHORITY: CASIDRA (MINISTER IH MEYER)
THE EXECUTIVE AUTHORITY: WESTERN CAPE LIQUOR AUTHORITY (MINISTER A FRITZ)
THE ACCOUNTING OFFICER: VOTE 1: PREMIER (DR H MALILA)
THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL PARLIAMENT (MR R ADAMS)
THE ACCOUNTING OFFICER: VOTE 3: PROVINCIAL TREASURY (MR D SAVAGE)
THE ACCOUNTING OFFICER: VOTE 4: COMMUNITY SAFETY (MR G MORRIS)
THE ACCOUNTING OFFICER: VOTE 5: EDUCATION (MR BK SCHREUDER)
THE ACCOUNTING OFFICER: VOTE 6: HEALTH (DR K CLOETE)
THE ACCOUNTING OFFICER: VOTE 7: SOCIAL DEVELOPMENT (DR R MACDONALD)
THE ACCOUNTING OFFICER: VOTE 8: HUMAN SETTLEMENTS (MS J SAMSON)
THE ACCOUNTING OFFICER: VOTE 9: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING (MR P VAN ZYL)
THE ACCOUNTING OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (MS J GOOCH)
THE ACCOUNTING OFFICER: VOTE 11: AGRICULTURE (DR M SEBOPETSA)
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 (MR G PAULSE)
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 (MS A SMIT)
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 S KAYE)
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 (MS O SAMUELS)
THE CHIEF FINANCIAL OFFICER: VOTE 10: TRANSPORT AND PUBLIC WORKS (ADV. C SMITH)
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)

For information

THE ACCOUNTING AUTHORITY: WESTERN CAPE GAMBLING AND RACING BOARD (MR D LAKAY)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE NATURE CONSERVATION BOARD (PROF. G MANEVELDT)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR B FIGAJI)
 THE ACCOUNTING AUTHORITY: SALDANHA BAY IDZ LICENCING COMPANY (DR J STEGMANN)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE CULTURAL COMMISSION (MS J MOLELEKI)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE LANGUAGE COMMITTEE (MS J MOLELEKI)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE HERITAGE (MR M DLAMUKA)
 THE ACCOUNTING AUTHORITY: CASIDRA (MR A MOOS)
 THE ACCOUNTING AUTHORITY: WESTERN CAPE LIQUOR AUTHORITY (ADV. T SIDAKI)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MR P ABRAHAMS)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (DR R OMAR)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MR T HARRIS)
 THE CHIEF EXECUTIVE OFFICER: SALDANHA BAY IDZ LICENCING COMPANY (MS K BEUKES)
 THE CHIEF EXECUTIVE OFFICER: CASIDRA (MR A SEYMOUR)
 THE CHIEF EXECUTIVE OFFICER: WESTERN CAPE LIQUOR AUTHORITY (ADV L PETERSEN) (ACTING)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE GAMBLING AND RACING BOARD (MS Z SIWA)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE NATURE CONSERVATION BOARD (MR M BHAYAT)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE INVESTMENTS AND TRADE PROMOTION AGENCY (MS K ZAMA)
 THE CHIEF FINANCIAL OFFICER: SALDANHA BAY IDZ LICENCING COMPANY (MR H BONESCHANS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE CULTURAL COMMISSION (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LANGUAGE COMMITTEE (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE HERITAGE (MS B RUTGERS)
 THE CHIEF FINANCIAL OFFICER: CASIDRA (MR F VAN ZYL)
 THE CHIEF FINANCIAL OFFICER: WESTERN CAPE LIQUOR AUTHORITY (MR S GCWABE)
 THE DIRECTOR: GOVERNMENT MOTOR TRANSPORT (MR R WIGGILL)
 THE HEAD OFFICIAL: PROVINCIAL TREASURY (MR D SAVAGE)
 THE DEPUTY DIRECTOR-GENERAL: FISCAL AND ECONOMIC SERVICES (MR AA PHILLIPS) (ACTING)
 THE DEPUTY DIRECTOR-GENERAL: GOVERNANCE AND ASSET MANAGEMENT (MS J GANTANA)
 THE CHIEF DIRECTOR: PUBLIC POLICY SERVICES (MR M BOOYSEN) (ACTING)
 THE CHIEF DIRECTOR: PROVINCIAL GOVERNMENT PUBLIC FINANCE (MS A PICK) (ACTING)
 THE CHIEF DIRECTOR: LOCAL GOVERNMENT PUBLIC FINANCE (VACANT)
 THE CHIEF DIRECTOR: ASSET MANAGEMENT (MS N EBRAHIM) (ACTING)
 THE CHIEF DIRECTOR: FINANCIAL GOVERNANCE AND ACCOUNTING (MR A HARDIEN)
 THE CHIEF FINANCIAL OFFICER (MS A SMIT)
 THE HEAD: OFFICE OF THE FINANCE MINISTRY (MS C GREEN)
 THE DIRECTOR: BUSINESS INFORMATION AND DATA MANAGEMENT (MR P PIENAAR)
 THE DIRECTOR: FINANCIAL GOVERNANCE (MS M VAN NIEKERK)
 THE DIRECTOR: FISCAL POLICY (DR N NLEYA)
 THE DIRECTOR: INFRASTRUCTURE (MR K LANGENHOVEN)
 THE DIRECTOR: LOCAL GOVERNMENT ACCOUNTING (VACANT)
 THE DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE (MR D CRONJE) (ACTING)
 THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP ONE) (MR C MAPEYI)
 THE DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE (GROUP TWO) (MR M SIGABI)
 THE DIRECTOR: LOCAL GOVERNMENT MFMA COORDINATION (MR EJ JOHANNES) (ACTING)
 THE DIRECTOR: LOCAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MR R MOOLMAN)
 THE DIRECTOR: PROVINCIAL GOVERNMENT ACCOUNTING (VACANT)
 THE DIRECTOR: PROVINCIAL GOVERNMENT BUDGET OFFICE (MS T VAN DE RHEEDE) (ACTING)
 THE DIRECTOR: PROVINCIAL GOVERNMENT FINANCE (EXPENDITURE MANAGEMENT) (MS A PICK) (PRO TEM)
 THE DIRECTOR: PROVINCIAL GOVERNMENT SUPPLY CHAIN MANAGEMENT (MS T RAKIEP) (ACTING)
 THE DIRECTOR: STRATEGIC AND OPERATIONAL MANAGEMENT SUPPORT (MS N ISMAIL)
 THE DIRECTOR: SUPPORTING AND INTERLINKED FINANCIAL SYSTEMS (MR A MAZOMBA)
 THE PROVINCIAL AUDITOR
 MASTER RECORDS OFFICIAL: BUSINESS INFORMATION AND DATA MANAGEMENT
 THE DEPUTY DIRECTOR-GENERAL: CORPORATE ASSURANCE, DEPARTMENT OF THE PREMIER (MS H ROBSON)

DRAFT INFRASTRUCTURE CALENDAR: 2020/21

PURPOSE

1. The purpose of the draft Infrastructure Calendar 2020/21 is to **inform** all Accounting Officers, Chief Executive Officers and Infrastructure Managers of the infrastructure related deliverables and associated activities as required by, amongst other, the Division of Revenue Act, 2019 (DoRA 2020); the Government Immovable Asset Management Act (GIAMA) Act 19 of 2007, the Western Cape Infrastructure Delivery Management System (WCIDMS) and the Framework for Infrastructure Delivery and Procurement Management (FIDPM).

BACKGROUND/DISCUSSION

2. A proven foundation for good governance is to conform and to comply with all applicable laws and regulations.
3. One of the challenges facing infrastructure officials is to keep abreast of all the infrastructure deliverables and the related prescribed due dates. The 2020/21 draft Infrastructure Calendar: DoRA and Performance-Based Incentive requirements (Annexure A) builds on provincial efforts to support improving compliance to statutory prescripts.
4. It should be noted that given Covid-19 pandemic and the fact that additional adjustments budget(s) will be tabled by National Treasury and Provincial Treasury the dates indicated in this Circular might change. As soon as new dates are confirmed an updated Circular or communication will be issued.

ACTIONS REQUIRED

5. It would be appreciated if these requirements are brought to the attention of all staff involved in the planning and delivery of public infrastructure as well as the formulation of departmental and entity plans and budgets for the 2020 MTEF.

If you have any enquiries on the content of this circular, you are welcome to contact the officials below:

Mr Reggie Daniels, Tel.(021) 483 3803

Email: Reginald.Daniels@westerncape.gov.za

Or

Mr Adriaan Visage Tel. (021) 483 2264

Email: VisagieAdriaan.Visagie@westerncape.gov.za



MR K LANGENHOVEN
DIRECTOR: INFRASTRUCTURE
DATE: 17 June 2020

INFRASTRUCTURE CALENDAR : DORA AND PERFORMANCE-BASED INCENTIVE GRANT REQUIREMENTS FOR 2020/21 FINANCIAL YEAR

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
DELIVERABLES													
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to assess and provide feedback to Departments													
Submission of first draft 2019/20 Infrastructure End of Year (EoY) Evaluation Reports (Departments of Health; Education; Transport and Public Works; Human Settlements and CapeNature) to Provincial Treasury	Draft EoY		27 May										
Provincial Treasury to assess and provide feedback to Departments													
Submission of final 2019/20 Infrastructure End of Year (EoY) Evaluation Reports by the Departments of Health; Education; Transport and Public Works; Human Settlements and CapeNature and WCGPT assessment reports to National Departments and submission by Provincial Treasury to National Treasury	Final EoY		29 May										
Provincial Treasury to assess, score UAMPs (PIC) of Education and Health and submit to NT and to provincial Departments of Health and Education													
All Departments to submit first draft User Asset Management Plans (UAMPs) / Infrastructure Plans for (2021/22), in hard copy and electronic copy, inclusive of initial list of prioritised projects to Provincial Treasury. NB Copy to be submitted to Transport and Public Works as Custodian	Draft U-AMP/ Infrastructure Plan			25 Jun									

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
DELIVERABLES													
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to assess, score and provide feedback to Departments													
Submission of updated draft User Asset Management Plans (UAMP) (2021/22), in electronic copy, inclusive of initial list of prioritised projects to be submitted to Provincial Treasury. NB: Copy to be submitted to Transport and Public Works	Draft U-AMP/ Infrastructure Plan			30 Jun									
Provincial Treasury to note changes/improvements as inputs to draft C-AMP and MTEC 2 reports													
Submission of departmental updated draft User Asset Management Plans (UAMP) (2021/22), electronic copy, inclusive of initial list of prioritised projects + their respective assessment reports/score sheets of Departments of Education and Health bt PT for submission to NT. NB: Copy to be submitted to Transport				30 Jun									
Provincial Treasury to await coutcome of the Perfrmance Grant assessments													
All Departments except Health and Education to submit final User Asset Management Plans (UAMPs) / Infrastructure Plans for (2021/22), in hard copy and electronic copy, inclusive of initial list of prioritised projects to Provincial Treasury. NB Copy to be submitted to Transport and Public Works as Custodian	Final U-AMP											25 Feb	
Provincial Treasury to monitor Department of Education to submit final User Asset Management Plan (UAMP) / Infrastructure Plan for (2021/22), in hard copy and electronic copy, inclusive of initial list of prioritised projects to PT for submission to NT. NB Copy to be submitted to Transport and Public Works as Custodian	Final U-AMP												27 Mar

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
DELIVERABLES													
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to monitor													
Department of Health to submit final User Asset Management Plan (UAMP) / Infrastructure Plan for (2021/22), in hard copy and electronic copy, inclusive of initial list of prioritised projects to PT for submission to NT. NB Copy to be submitted to Transport and Public Works as Custodian	Final U-AMP												05 Mar
Provincial Treasury to monitor													
The Departments of Transport and Public Works and Human Settlements, as custodians to submit a signed hard copy/electronic copy of draft Custodian User Asset Management Plan (C-AMP) (2021/22), inclusive of initial list of prioritised projects to Provincial Treasury and User Departments.	Draft C-AMP						25 Sep						
Provincial Treasury to assess and provide feedback to Custodian													
The Departments of Transport and Public Works and Human Settlements, as custodians to submit a final signed hard copy/electronic copy of draft Custodian User Asset Management Plan (C-AMP) (2021/22), inclusive of initial list of prioritised projects to Provincial Treasury and User Departments.	Final C-AMP												24 Mar
Department of Health and Education to submit the first draft 2021/22 Infrastructure Programme Management Plan (IPMP), together with Construction Procurement Strategy (CPS), hard copy and electronic copy, inclusive of initial list of prioritised projects to Provincial Treasury.	Draft IPMP					26 Aug							

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
DELIVERABLES													
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to assess, score and provide feedback													
Department of Education and Health to submit updated draft 2021/22 Infrastructure Programme Management Plan (IPMP) , together with Construction Procurement Strategy (CPS), hard copy and electronic copy, inclusive of initial list of prioritised projects to PT to NT.	Updated draft IPMP					31 Aug							
Provincial Treasury to note and monitor													
Department of Education and Health to submit final 2021/22 Infrastructure Programme Management Plan (IPMP) , together with Construction Procurement Strategy (CPS), hard copy and electronic copy, inclusive of initial list of prioritised projects to Provincial Treasury and to DTPW and to NT.	Final IPMP												05 Mar
Provincial Treasury to note changes/improvements													
Submission of first draft Roads Asset Management Plan (R-AMP) (2021/22) , electronic copy, inclusive of initial list of prioritised projects to Provincial Treasury	Draft R-AMP						19 Sep						
Provincial Treasury to provide feedback													
Department of Transport and Public Works to submit Roads Asset Management Plan (R-AMP) (2021/22) , electronic copy, inclusive of initial list of prioritised projects and assessment report of Provincial Treasury to National Department of Transport.	Updated Draft R-AMP						26 Sep						

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
DELIVERABLES													
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to note changes/improvements													
Department of Transport and Public Works to submit final Roads Asset Management Plan (R-AMP) (2021/22), electronic copy, inclusive of initial list of prioritised projects and assessment report of Provincial Treasury to National Department of Transport.	Final R-AMP												30 Mar
Provincial Treasury to monitor													
Departments of Education and Health to submit list (in MS Excel) of approved Strategic Briefs (IGS Stage 3) and Concept Reports (IGS Stage 4) of projects envisaged to be at IGS Stage 5 and beyond in the 2020 MTEF to Provincial Treasury (Education and Health).	Excel list of Strategic Briefs and/ or selected approved Concept Reports.					21 Aug							
Provincial Treasury to provide feedback to Department													
Departments of Education and Health to submit list (in MS Excel) of approved Strategic Briefs (IGS Stage 3) and Concept Reports (IGS Stage 4) of projects envisaged to be at IGS Stage 5 and beyond in the 2020 MTEF to Provincial Treasury and submission by Provincial Treasury to National Treasury.	Excel list of Strategic Briefs and/ or selected approved Concept Reports.					31 Aug							

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
DELIVERABLES		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to note changes/improvements													
Submission of first draft planning IRM (planning IRM data file - 2020 MTEF) of Education; Health; Social Development; Human Settlements; CapeNature; Public Works and Roads to Provincial Treasury	Draft Planning IRM												
Provincial Treasury to provide feedback to Department													
Submission of generated monthly Web-based IRM (2019/20 MTEF) by sector departments (Education; Health; Public Works; Roads; CapeNature; Social Development; Human Settlements - DoRA expenditure reports) to reflect infrastructure expenditure & projects cash flows to Provincial Treasury and Education and Health to National Departments	IRM	15 Apr	15 May	15 Jun	15 Jul	14 Aug	15 Sep	15 Oct	13 Nov	14 Dec	15 Jan	15 Feb	15 Mar
Provincial Treasury to provide feedback to Department													
Submission of approved monthly Web-based IRM (2019 MTEF) by sector departments (Education; Health; Public Works; Roads; CapeNature; Social Development; Human Settlements - DoRA expenditure reports) to reflect infrastructure expenditure & projects cash flows to Provincial Treasury and to relevant National Department	IRM	22 Apr	22 May	22 Jun	22 Jul	21 Aug	22 Sep	22 Oct	20 Nov	14 Dec	22 Jan	22 Feb	22 Mar
Provincial Treasury to note changes/improvements													
Upload of quarterly report (15 days after each quarter) on the monthly Web-Based IRM, on filling of posts on the approved establishments for Infrastructure Units of Education and Health; to Provincial Treasury and to National Treasury and National Department	HR Reports	15 Apr			15 Jul			15 Oct			15 Jan		

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DELIVERABLES		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to provide feedback to Department													
Submission of approval of quarterly report (22 days after each quarter) on the monthly Web-based IRM, on filling of posts on the approved establishments for Infrastructure Units of Education and Health to Provincial Treasury and to National Treasury and National Department)	HR Reports	22 Apr			22 Jul			22 Oct			22 Jan		
Provincial Treasury to note changes/improvements													
Verification and confirmation of Quarterly Performance data for publication (Health; Education; DTPW; Social Development; Human Settlements and CapeNature	Quarterly Publication	20 Apr			20 Jul			20 Oct			20 Jan		
Verification by PT													
PT obtain sign off by delegated official and submit to NT	Quarterly Publication	22 Apr			22 Jul			22 Oct			22 Jan		
PT to monitor													
Department of Transport and Public Works to submit first draft Infrastructure Programme Implementation Plan IPIP (in response to 2020 MTEF IPMP) to client departments (Education; Health) and copy to Provincial Treasury.	Draft IPIP						25 Sep						
Provincial Treasury to provide feedback to Department													
DTPW to submit second draft Infrastructure Programme Implementation Plan - IPIP (in response to IPMP for 2020 MTEF) to client departments (Education; Health) and copy to Provincial Treasury	Second draft IPIP								26 Oct				

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
DELIVERABLES													
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to provide feedback to Department													
Department of Transport and Public Works to submit final Infrastructure Programme Implementation Plan - IPIP to client departments (Education; Health) and copy to Provincial Treasury (to be verified against final B5 Schedules)	Final IPIP												19 Mar
Provincial Treasury to verify alignment													
Submission of signed-off 2020/21 Annual Implementation plan (AIP) with organisational structure of Infrastructure Unit to National Department of Health by Provincial Department and copy to Provincial Treasury. Provincial Treasury to submit to National Treasury.	AIP												05 Mar
PT to assess and provide feedback													
Submission of Provincial Informal Settlement Upgrade Strategy that is aligned to municipal SDFs to DHS								30 Oct					
Provincial Treasury to note compliance													
Submission of first draft 2021/22 Business Plan of Human Settlements (Human Settlements Development Grant) including project list with monthly cash flow projections to Provincial Treasury.	Draft Business Plan					25 Aug							
Provincial Treasury to provide feedback to Department													
Submission of first draft 2020/21 Business Plan of Human Settlements (Human Settlements Development Grant) including project list with monthly cash flow projections to National Department of Human Settlements and National Treasury	Updated Draft Business Plan					31 Aug							

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
DELIVERABLES		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	SDA	07 Apr											
Provincial Treasury to note changes/improvements													
Provincial Treasury to provide feedback to Department													
Submission of final 2021/22 consolidated Business Plan (IPMP) of Human Settlements (Human Settlements Development Grant) including project list with monthly cash flow projections to Provincial Treasury	Draft Final Business Plan											08 Feb	
Provincial Treasury to provide feedback to Department													
Submission of final 2021/22 Business Plan (IPMP) of Human Settlements (Human Settlements Development Grant) including project list with monthly cash flow projections to PT for assessment	Final Business Plan											22 Feb	
Provincial Treasury to note compliance													
Submission of final 2020/21 Business Plan (IPMP) of Human Settlements (Human Settlements Development Grant) including project list with monthly cash flow projections to National Treasury.	Final Business Plan											28 Feb	
Budget Facility Infrastructure (BFI) Applications: Department to submit BFI applications to PT for quality assurance as per BFI requirements	BFI												31 Mar

	DOCUMENT	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
B U D G E T P R O C E S S	DELIVERABLES Departments of Education and Health submit their amended signed SDA between DTPW to PT for monitoring purposes	07 Apr											
	PT review and provide feedback												
	Department to update/incorporate improvements and submit to BFI at NT	BFI											
	* MTEC 1 Hearings with departments								October October				
	Dates of activities to be performed by PT Infrastructure Unit pertaining to MTEC							x x x x x					
	*MTEC 2 Hearings with departments												
	Activities to be performed by PT Infrastructure Unit										x x x		
	* Infrastructure mini MTEC							x x x					
	Activities to be performed by PT Infrastructure Unit										x x x x		

* Dates are subject to change as Budget Circulars.