

COST RECOVERIES INSTRUCTION UPDATE FROM 2020/21 FINANCIAL YEAR



Province of the
EASTERN CAPE

DEPARTMENT OF RURAL DEVELOPMENT AND AGRARIAN REFORM

OFFICE OF THE HOD

RECEIVED

2020-04-01

DEPARTMENT OF RURAL DEVELOPMENT
& AGRARIAN REFORM

PROVINCE OF THE EASTERN CAPE

OFFICE OF THE DIRECTOR: INTERNAL CONTROL UNIT Global Life Building, Independence Avenue, Private Bag X0040, BHISHO, 5606. REPUBLIC OF SOUTH AFRICA. Tel: +27 (0)40 602 5163, Fax: Email address: Bessy.joseph@drdar.gov.za

TO	THE ACTING HEAD OF DEPARTMENT
FROM	DIRECTOR: INTERNAL CONTROL UNIT
DATE	01 APRIL 2020
SUBJECT	REQUEST FOR APPROVAL OF FRUITLESS AND WASTEFUL EXPENDITURES ON TRAFFIC FINES / PENALTIES, DAMAGES TO FLEET VEHICLES AND VEHICLE HIRES, NO SHOW CHARGES ON ACCOMMODATION, FLIGHTS AND CAR HIRES, NO SERVICE DELIVERY – BUT PAID FOR COST RECOVERY IMPLEMENTATION PROCESSES

1. PURPOSE

The purpose of this memorandum is to request your office to approve the implementation of the debt implementation process on cost recoveries (on all listed items under "subject") from the department officials on all cases reported as from 01 April 2019 and going forward.

2. BACKGROUND

Due to the high volume of fruitless and wasteful expenditures noticed during the recent years, The Acting Head of Department has taken a stern decision that all identified non-compliant matters as listed in the "Subject" of this memo to be recovered from the affected departmental officials immediately through the debt management recovery processes. The Internal Control Directorate should therefore forward all such non-compliant matters identified as non-compliant during the current financial year and coming years to The Accounting Services Directorate for cost recoveries.

3. MOTIVATION

It is recommended that the recommendation on the decision taken by The Acting head of Department as follows should be effected as a matter of urgency.

1. Traffic fines
2. Penalties

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- 3. Damages to fleet vehicles and hired vehicles
- 4. No-show charge on accommodation, flights and car hire
- 5. Payments made without service delivery confirmation

4. HUMAN RESOURCE IMPLICATIONS

All cost recoveries are therefore to be recovered from the affected officials by the Debt Management Unit of Accounting Services Directorate

5. FINANCIAL IMPLICATIONS

All items referred as above on this memo for recovery of debts/cost recoveries are therefore to be captured under fruitless and wasteful expenditure registers and to be addressed in the Irregular Committee as from the 01 April 2019 until any new amendments to this memo is updated.

6. RECOMMENDATION(S)

It is recommended that the Accounting Services Directorate should recover the debt from the departmental officials on all listed fruitless and wasteful expenditures that are recommended by the Irregular Committee based on such decision and approval by the Head of Department.

BJ
01/04/2020

BJ MURINGATHUPARAMBIL
DIRECTOR: INTERNAL CONTROL UNIT
DATE: _____

RECOMMENDED / ~~NOT RECOMMENDED~~ / COMMENTS

In line with debt management policy

[Signature]

MRS N TUNGATA
CHIEF FINANCIAL OFFICER
DATE: *01/04/2020*

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APPROVED / ~~NOT APPROVED~~ / COMMENTS



MR B. DAYIMANI
ACTING HEAD OF DEPARTMENT: DRDAR
DATE: 01/04/2020



COVID-19 AWARENESS ON INVESTIGATION FINDINGS IN THE DEPARTMENT

The Employee Health and Wellness Unit has the responsibility of investigating COVID-19 incidents in the workplace with the intention of strengthening controls that reduce the risk of transmission. Results of investigations conducted revealed that employees of the department are no longer complying with COVID-19 protocols. **BELOW ARE REMINDERS:**

- 1 Employees should not come to work when they feel sick. A formal procedure of notifying a Supervisor in terms of the Sick Leave Management should be followed.
2. Employees should not come to work whilst waiting for COVID-19 results.
(Supervisors must be notified)
3. Employees should **frequently sanitise their hands** at all times, especially after touching surface, sharing a document, completing security registers at entrances,
5. **Social distancing** in shared offices and when interacting should be observed.
6. Recommended **number of people** occupying a **LIFT** should be adhered to.
7. Cleaners to always wear their PPE when touching bins and office surfaces

- Supervisors should not insist that employees on quarantine to come to work, whilst observing symptoms.

It should be noted that the department is currently standing at **140 employees who were infected and 8 employees passed on** due to COVID-19 related illnesses. **Our target is not to have additional cases until the end of the financial year.**

Thank You.

Employee Health and Wellness



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Department:
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PROVINCE OF THE EASTERN CAPE

DRDAR CALENDAR OCTOBER 2020/21

Date	DRDAR	CABINET	LEGISLATURE
October 25 2020	MEC ACTIVITIES Political Briefing		
October 26 2020	MEC ACTIVITIES O.R Tambo Commomeration @Ludeke, Mbizana Visit to Lecolin Project O.R Tambo cake cutting@ Mzamba Mouth	Official opening of O.R Tambo Technical School @Nkantolo village, Mbizana Walkabout at the Technica School@Nkantolo village, Mbizana	
October 27 2020	MEC ACTIVITIES Patricks Multi-stakeholder dialogue @ Sinawe Guest House Special MINMEC		
October 28 2020	MEC ACTIVITIES EXCO@Mbizana Council		
October 29 2020	MEC ACTIVITIES ECSEGC CEO Annual ECSEGC Board of Directors ECSEGC Annual General Meeting		
October 30 2020	MEC ACTIVITIES YARD launch		

RISK MANAGEMENT ACTIVITIES

2nd Quarterly Risk Management Report 12 November 2020

3rd Quarterly Risk Management Report 05 February 2021

4th Quarterly Risk Management Report 07 May 2021



RIFT VALLEY FEVER



What is Rift Valley Fever (RVF)?

Rift Valley fever (RVF) is an acute viral disease that can cause severe disease in domestic animals (such as buffalo, camels, cattle, goats and sheep) and humans. Disease in these species is characterized by fever, severe illness, abortions, and a high morbidity and mortality rate. The virus which causes RVF belongs to the genus Phlebovirus in the family Bunyaviridae. Many of the related Bunyaviridae viruses can cause fever and encephalitis. Another commonly known Bunyaviridae virus is the Hantavirus. RVF is a disease listed under the World Organisation for Animal Health (OIE) Terrestrial Animal Health Code – 2009, (Chapter 1.2 ; Article 1.2.3) and must be reported to the OIE (as per Chapter 1.1 – Notification of diseases and epidemiological information).

Where is the disease found?

RVF is mainly found in countries of sub-Saharan Africa and in Madagascar. An outbreak reported in Saudi Arabia and Yemen in 2000, were the first Rift Valley fever cases identified outside of Africa. In the past, outbreaks of the disease occurred in Africa at 5–15 year intervals. These outbreaks occur when areas that are typically dry experience a period of heavy rainfall and/or flooding.

How is the disease transmitted and spread?

Many different species of mosquitoes are vectors for the RVF virus and RVFs most commonly encountered during years of unusually heavy rainfall and subsequent flourishing of mosquito populations. Mosquitoes will feed on viraemic (virus circulating in the bloodstream) animals and then transmit the virus to other animals on which they subsequently feed. Some species of mosquitoes (Aedes, for example) are capable of transmitting the virus from infected female mosquitoes to offspring via its eggs. This contributes to the survival of the virus in the environment. Mosquito eggs may survive during prolonged periods (up to several years) in dry conditions. During periods of high rainfall and/or flooding the eggs hatch and there is an increase in the infection of animals on which these mosquitoes feed.

What is the public health risk associated with this disease?

RVF is a zoonosis (a disease which primarily affects animals, but causes disease in humans). Humans are highly susceptible to the RVF virus and may become infected with RVF by being bitten by infected mosquitoes, through contact with blood, other body fluids or tissues during killing, skinning and cutting of infected animals, or by consumption of raw milk or uncooked meat from infected animals. Humans working in slaughter facilities, laboratories or hospitals are at risk of acquiring infections

What are the clinical signs of the disease?

Animals: Clinical signs depend on the species of animal affected and conditions such as age and pregnancy. During epidemics the occurrence of numerous abortions and mortalities among young animals, together with disease in humans, is characteristic. Pregnant sheep and cattle affected by this disease will almost always abort (80-100%). Young lambs and calves develop a fever, become weak and die very suddenly. Adult sheep and cattle may have nasal discharge, excess salivation, and loss of appetite, weakness, or diarrhea.

Humans: People with RVF will either show no symptoms or develop a mild illness. Signs of illness include fever, weakness, myalgia (muscle pain), back ache, dizziness, liver abnormalities, and weight loss. In some patients, the illness can progress to haemorrhagic fever, encephalitis (inflammation of the brain), or ocular disease (inflammation of the eye, blindness). Severe complications develop in 1-4% of cases though most people recover within four to seven days. Approximately one per cent (1%) of humans infected with Rift Valley fever dies of the disease.



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TEN DAY FARMERS FORECAST

TEN DAY FORECAST FOR AMATHOLE (EAST LONDON)

TEN DAY FORECAST FOR EAST LONDON - YR'S FORECAST

Monday 26 Oct	Tuesday 27 Oct	Wednesday 28 Oct	Thursday 29 Oct	Friday 30 Oct	Saturday 31 Oct	Sunday 1 Nov	Monday 2 Nov	Tuesday 3 Nov	Wednesday 4 Nov
20°	25°	23°	21°	17°	16°	20°	24°	25°	23°
Lowest 18°	Lowest 18°	Lowest 18°	Lowest 16°	Lowest 15°	Lowest 15°	Lowest 14°	Lowest 17°	Lowest 20°	Lowest 19°
16kn	19kn	11kn	11kn	9kn	10kn	14kn	18kn	13kn	12kn
Precipitation 4.4 mm	Precipitation 0.9 mm		Precipitation 11.7 mm	Precipitation 15.7 mm	Precipitation 24.2 mm	Precipitation 0.3 mm		Precipitation 6.3 mm	Precipitation 12.6 mm

TEN DAY FORECAST FOR OR TAMBO (MTHATHA)

TEN DAY FORECAST FOR MTHATHA AIRPORT - YR'S FORECAST

Monday 26 Oct	Tuesday 27 Oct	Wednesday 28 Oct	Thursday 29 Oct	Friday 30 Oct	Saturday 31 Oct	Sunday 1 Nov	Monday 2 Nov	Tuesday 3 Nov	Wednesday 4 Nov
10°	23°	27°	16°	6°	5°	10°	16°	17°	14°
Lowest 6°	Lowest 6°	Lowest 11°	Lowest 8°	Lowest 3°	Lowest 2°	Lowest 2°	Lowest 4°	Lowest 5°	Lowest 7°
9kn	10kn	13kn	10kn	8kn	10kn	7kn	6kn	8kn	7kn
Precipitation 0.3 mm	Precipitation 0.3 mm		Precipitation 35.1 mm	Precipitation 15.8 mm	Precipitation 21.8 mm	Precipitation 0.2 mm		Precipitation 2.0 mm	Precipitation 3.4 mm

TEN DAY FORECAST FOR CHRIS HANI (QUEENSTOWN)

TEN DAY FORECAST FOR QUEENSTOWN - YR'S FORECAST

Monday 26 Oct	Tuesday 27 Oct	Wednesday 28 Oct	Thursday 29 Oct	Friday 30 Oct	Saturday 31 Oct	Sunday 1 Nov	Monday 2 Nov	Tuesday 3 Nov	Wednesday 4 Nov
24°	33°	34°	26°	15°	12°	21°	31°	29°	25°
Lowest 14°	Lowest 13°	Lowest 21°	Lowest 15°	Lowest 10°	Lowest 9°	Lowest 9°	Lowest 13°	Lowest 15°	Lowest 14°
11kn	14kn	18kn	15kn	11kn	11kn	8kn	5kn	7kn	13kn
	Precipitation 0.5 mm	Precipitation 0.1 mm	Precipitation 6.2 mm	Precipitation 5.7 mm	Precipitation 7.7 mm	Precipitation 0.3 mm		Precipitation 31.9 mm	Precipitation 0.4 mm

TEN DAY FARMERS FORECAST

TEN DAY FORECAST FOR SARAH BAARTMAN (PORT ELIZABETH)

TEN DAY FORECAST FOR PORT ELIZABETH - YR'S FORECAST

Monday 26 Oct	Tuesday 27 Oct	Wednesday 28 Oct	Thursday 29 Oct	Friday 30 Oct	Saturday 31 Oct	Sunday 1 Nov	Monday 2 Nov	Tuesday 3 Nov	Wednesday 4 Nov
19°	24°	21°	19°	17°	18°	20°	22°	20°	20°
Lowest 18°	Lowest 18°	Lowest 17°	Lowest 16°	Lowest 15°	Lowest 16°	Lowest 16°	Lowest 18°	Lowest 19°	Lowest 18°
21kn ↗	21kn ↗	16kn ↗	20kn ↘	10kn ↘	15kn ↗	21kn ↗	19kn ↗	15kn ↘	22kn ↘
Precipitation 0.6 mm			Precipitation 2.8 mm	Precipitation 2.4 mm	Precipitation 8.4 mm			Precipitation 11.8 mm	Precipitation 0.9 mm

TEN DAY FORECAST FOR JOE GQABI (ALIWAL NORTH)

TEN DAY FORECAST FOR ALIWAL NORTH - YR'S FORECAST

Monday 26 Oct	Tuesday 27 Oct	Wednesday 28 Oct	Thursday 29 Oct	Friday 30 Oct	Saturday 31 Oct	Sunday 1 Nov	Monday 2 Nov	Tuesday 3 Nov	Wednesday 4 Nov
29°	32°	32°	26°	27°	20°	28°	29°	31°	28°
Lowest 19°	Lowest 15°	Lowest 18°	Lowest 17°	Lowest 15°	Lowest 12°	Lowest 9°	Lowest 13°	Lowest 17°	Lowest 16°
13kn ↘	14kn ↘	17kn ↘	17kn ↘	12kn ↘	13kn ↘	8kn ↘	6kn ↘	12kn ↘	12kn ↘
Precipitation 0.3 mm	Precipitation 0.7 mm	Precipitation 5.0 mm	Precipitation 4.6 mm	Precipitation 6.7 mm	Precipitation 0.1 mm			Precipitation 1.0 mm	

TEN DAY FORECAST FOR ALFRED NZO (MOUNT AYLIFF)

TEN DAY FORECAST FOR MOUNT AYLIFF - YR'S FORECAST

Monday 26 Oct	Tuesday 27 Oct	Wednesday 28 Oct	Thursday 29 Oct	Friday 30 Oct	Saturday 31 Oct	Sunday 1 Nov	Monday 2 Nov	Tuesday 3 Nov	Wednesday 4 Nov
20°	33°	36°	29°	17°	15°	18°	25°	28°	25°
Lowest 15°	Lowest 13°	Lowest 19°	Lowest 17°	Lowest 14°	Lowest 11°	Lowest 11°	Lowest 12°	Lowest 15°	Lowest 17°
8kn ↗	7kn ↗	9kn ↘	5kn ↘	7kn ↗	8kn ↘	8kn ↗	7kn ↗	5kn ↘	8kn ↘
Precipitation 0.1 mm	Precipitation 1.4 mm	Precipitation 0.4 mm	Precipitation 14.9 mm	Precipitation 11.1 mm	Precipitation 33.6 mm	Precipitation 0.3 mm		Precipitation 1.3 mm	Precipitation 2.0 mm