



the dr&pw

Department:
Roads and Public Works
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

THE PLAN:

DR&PW POLICY ON WHISTLE BLOWING / PROTECTED DISCLOSURES (Annexure D)

DR&PW POLICY ON WHISTLE BLOWING / PROTECTED DISCLOSURES

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1. DEFINITIONS AND ACRONYMS

Throughout this document, unless otherwise stated, the definitions / acronyms in the first column below have the meanings stated opposite them in the second column:

<i>“Breach of fiduciary duty”</i>	Refers to the situation when employees in positions of trust act for their self interest rather than in the interest of the DR&PW. It also includes disclosing confidential or proprietary information to outside parties for financial or other advantage.
<i>“Bribery”</i>	Refers to the giving or receiving of something of value (i.e. cash, gifts, entertainment, payment of travel and lodging expenses, payment of credit card bills, loans, promises of future employment and interests in business) to influence an official(s) or an outcome.
<i>“concealment of material facts”</i>	Refers to a situation where the victim relies and acts on information that does not include material facts. Action for fraud may be based on the concealment of material facts, but only if the defendant had a duty in the circumstances to disclose.
<i>“Conflict of interest”</i>	Refers to a situation where an official intentionally participates in a transaction in which he/she has a personal interest or his/her close friends/relatives have an interest. This may result in a profit being made from insider knowledge.

“DR&PW”	Means Department of Roads and Public Works, Northern Cape Province.
“Executive Authority”	Refers to the Member of the Executive Council (MEC) responsible for Roads and Public Works in the Province of the Northern Cape and who is accountable to the Northern Cape Provincial Legislature (NCPL).
“FPERC”	Means Fraud Prevention, Ethics and Risk management Committee, a departmental sub-committee of the DR&PW. The FPERC is a subcommittee of the DR&PW’s Internal Audit Committee (IAC).
“HOD”	Means Head of Department of the DR&PW, who is also the Accounting Officer (AO), which refers to a person mentioned in section 36 of the Public Finance Management Act (PFMA), 1999 (Act No. 1 of 1999), as amended.
“IAC”	Means Internal Audit Committee and refers to an independent committee constituted to review the control, governance and risk management within the DR&PW, established in terms of section 77 of the Public Finance Management Act (PFMA), 1999.
“Management”	Refers to Chief Directors, Directors, Deputy Directors, Assistant Directors and Supervisors of the DR&PW.

“PFMA”	Means the Public Finance Management Act, 1999 (Act No.1 of 1999), as amended.
“SAPS”	Means South African Police Service.

2. INTRODUCTION

- 2.1 The DR&PW is committed to creating a workplace culture that is free of any form of fraud, corruption, dishonesty or criminal activity.
- 2.2 This policy introduces a mechanism to facilitate the reporting of any unlawful or irregular activity on the part of an employee, management, supplier, contractor, consultant and/or outside third party and ensures that those employees reporting such activity are not prejudiced in any manner for making the disclosure.
- 2.3 The DR&PW recognise the fact that:
 - 2.3.1 Fraud and corruption and other irregular conduct within the DR&PW is detrimental to good, effective, accountable and transparent corporate governance and can endanger the economic, operational and financial stability of the DR&PW and have the potential to negatively impact service delivery and cause social damage.
 - 2.3.2 There is a need for procedures in terms of which employees may, without fear of reprisals, disclose information relating to suspected or alleged fraud and corruption or other irregular conduct affecting the DR&PW.
 - 2.3.3 The DR&PW and its employees have a responsibility for disclosing fraud and corruption and any other irregular conduct within the workplace.
 - 2.3.4 The DR&PW have a responsibility to take all necessary steps to ensure that employees who disclose such information are protected from any reprisals as a result of such disclosure.
 - 2.3.5 It is therefore hoped that all employees who have concerns about the DR&PW's business practices, will be encouraged to come forward and voice such concerns.

3. REGULATORY FRAMEWORK

- 3.1 The regulatory framework applicable to this policy is the following:
 - 3.1.1 The Protected Disclosures Act (PDA), 2000 (Act No. 26 of 2000).
 - 3.1.2 The Public Finance Management Act (PFMA), 1999 (Act No. 1 of 1999), as amended.

- 3.1.3 The Prevention of Organised Crime Act (POCA), 1998 (Act No. 121 of 1998).
- 3.1.4 The Prevention and Combating of Corrupt Activities Act (PRECCA), 2004 (Act No. 12 of 2004).
- 3.1.5 The Promotion of Access to Information Act (PAIA), 2000 (Act No. 2 of 2000).
- 3.1.6 The Promotion of Administrative Justice Act (PAJA), 2000 (Act No. 3 of 2000).
- 3.1.7 The Regulation of Interception of Communication and Provisions of Communication Act, 2002 (Act No.70 of 2002).
- 3.1.8 The Financial Intelligence Centre Act (FICA), 2001 (Act No. 38 of 2001).
- 3.1.9 The Criminal Procedure Act (CPA), 1999 (Act No. 51 of 1999).
- 3.1.10 The Witness Protection Act (WPA), 1998 (Act No. 112 of 1998).
- 3.1.11 The Public Administration Management Act (PAM), 2014 (Act No. 11 of 2014).
- 3.1.12 The Code of Conduct for the Public Service, as contained in the Public Service Regulations, 2016.
- 3.1.13 The National Treasury Regulations.

4. OBJECTIVES OF THIS POLICY

- 4.1 The Protected Disclosures Act (PDA), of 2000, provides protection to employees for disclosures made without notice and in good faith, in defined circumstances.
- 4.2 This policy is intended to encourage and enable employees of the DR&PW to raise concerns within the DR&PW rather than over-looking a problem or blowing the whistle to inappropriate channels.
- 4.3 Furthermore this policy aims to:
 - 4.3.1 Provide avenues for staff to raise concerns with the appropriate line management or specific appointed persons within the DR&PW, where they have reasonable grounds for believing that there is fraud and/or corruption within the DR&PW.
 - 4.3.2 Inform staff on how to take the matter further if they are dissatisfied with a response to their complaint.
 - 4.3.3 Reassure staff that they will be protected from reprisals or victimisation for whistle blowing in good faith.
 - 4.3.4 The DR&PW encourages staff to raise matters of concern responsibly through procedures laid down in this policy.

5. SCOPE OF THIS POLICY

- 5.1 This policy is designed to deal with concerns raised in relation to issues relating to fraud, corruption, misconduct, maladministration and malpractice within the DR&PW.
- 5.2 This policy will not apply to personal grievances, which will be dealt with under existing procedures on grievance, discipline and misconduct. Details of these procedures are obtainable from the Human Resource Management (HRM) section of the DR&PW.
- 5.3 This policy covers all genuine concerns raised including, but not limited to:
- 5.3.1 a criminal offence that has been committed, is being committed or is likely to be committed;
 - 5.3.2 a financial misconduct that has been committed, is being committed or is likely to be committed;
 - 5.3.3 fraud and corruption and other irregular conduct in the workplace that has been committed, is being committed or is likely to be committed;
 - 5.3.4 a person that has failed, is failing or is likely to fail to comply with any legal obligation which that person is subject to;
 - 5.3.5 circumstances where a miscarriage of justice has occurred, is occurring or is likely to occur;
 - 5.3.6 circumstances where the health or occupational safety of an individual has been, is being, or is likely to be endangered;
 - 5.3.7 circumstances where the natural environment has been, is being, or is likely to be damaged;
 - 5.3.8 unfair discrimination, as contemplated in the Promotion of Equality and Prevention of Unfair Discrimination Act, 2000 (Act No. 4 of 2000); or
 - 5.3.9 circumstances where any matter referred to in paragraphs (5.3.1) to (5.3.8) has been, is being or is likely to be deliberately concealed.
- 5.4 These Guidelines do not apply to dissatisfaction of employees regarding an official act or omission by the DR&PW which adversely affects her or him in the employment relationship. Such dissatisfaction will be dealt with in terms of the Rules for dealing with the Grievances of Employees in the Public Service, published in Government Gazette No. 25209 of July 2003 - Grievance Rules.

6. POTENTIAL SOURCES OF FRAUD AND CORRUPTION

6.1 Cash Transactions

- 6.1.1 Improper delegation and no segregation of duties between personnel receiving cash, recording cash and depositing cash in bank account.
- 6.1.2 Non-reconciled bank statement or no follow up of reconciling items.

- 6.1.3 Non-reconciled cash book items.
- 6.1.4 Cash entry voids.
- 6.1.5 Refunds.
- 6.1.6 Cash journal and other adjusting entries.
- 6.1.7 Bounced cheques.
- 6.1.8 No numerical pre-numbering of receipts in receipt book.
- 6.1.9 Non-reconciliation of petty cash on regular basis.
- 6.1.10 No receipts available for purchases done with petty cash.
- 6.1.11 Unallocated transactions

6.2 Accounts Receivable (Debtors)

- 6.2.1 Diversion of payments.
- 6.2.2 Borrowing.
- 6.2.3 Round figures.
- 6.2.4 Large amounts of bad debt (accounts receivables) written off.
- 6.2.5 Bad debt accounts receivable written off without proper authorisation.
- 6.2.6 Non-provision of allowance for writing off of bad debt.
- 6.2.7 Non-control over customer payment dates in the receipt of payments from clients.
- 6.2.8 Unusual interest rates.
- 6.2.9 Large and/or unauthorised discounts.
- 6.2.10 Missing or misplaced accounts receivable files.

6.3 Inventory

- 6.3.1 Inadequate and incomplete inventory records.
- 6.3.2 Inventory records not updated with regards to purchases.
- 6.3.3 Recorded inventory not supported by source document.
- 6.3.4 Inventory on hand not recorded in inventory records.
- 6.3.5 Theft / disappearance of inventory.
- 6.3.6 Purchases and sales not recorded with appropriate documents.
- 6.3.7 Over or understatement (creative accounting) of inventory for financial statement purposes.
- 6.3.8 Improper cut-off of financial year.
- 6.3.9 Non-performance of inventory counting on a regular basis – reconciliation between inventory records and physical inventory on hand unauthorised purchases of inventory.
- 6.3.10 Inaccurate estimation of value of inventory.

- 6.3.11 Non-safeguarding of inventory.
- 6.3.12 No access control to inventory storage area/warehouse.

7. WHO CAN BLOW THE WHISTLE OR RAISE A CONCERN

- 7.1 Any member of staff who has a reasonable belief that there is fraud, corruption or misconduct relating to any matters specified in the section above may blow the whistle under the procedure detailed below.
- 7.2 Concerns must be raised without malice, in good faith and not for personal gain and the individual must reasonably believe that the information disclosed, and any allegations contained in it are sustainably true.
- 7.3 The issues raised may relate to a manager, another member of staff, a group/network of staff members, the individual's own section or a different section/division within the DR&PW. The perpetrator can be an outsider, an employee, a manager, a consultant, a contractor, or an ex-employee. You may even be aware of an inappropriate or unauthorised system or procedure in use, which may cause the DR&PW to transgress its legal obligations.
- 7.4 These Guidelines are expected to be used for more serious and sensitive issues such as fraud and corruption. Less serious concerns (e.g. not involving large amounts of money) should be reported to the immediate supervisor.
- 7.5 **Remember:** The earlier you express the concern the easier it is to take action.

8. HARASSMENT OR VICTIMISATION

- 8.1 The DR&PW acknowledges its responsibility and undertake to ensure no employee reporting unlawful or irregular activity in accordance with this policy will be prejudiced or disadvantaged for making the disclosure.
- 8.2 The DR&PW further acknowledges that the decision to report a concern can be a difficult one to make, not least because of fear of reprisal from those responsible for the irregularity.
- 8.3 Appropriate disciplinary action, including dismissal, will be invoked against any employee who directly or indirectly prejudices or disadvantages an employee for making the disclosure in terms of this policy.
- 8.4 Prejudice and/or disadvantage include, but are not limited to, the following:
 - 8.4.1 Subject an employee to any disciplinary action for making the disclosure (such as a disciplinary hearing, verbal or written warnings).

- 8.4.2 Dismiss, suspend, demote, harass or intimidate an employee for making the disclosure.
- 8.4.3 Transfer an employee for making the disclosure.
- 8.4.4 Refuse the transfer or promotion of an employee for making the disclosure.
- 8.4.5 Subject an employee to a term or condition of employment or retirement that is altered or remains unaltered to the employee's disadvantage for making the disclosure.
- 8.4.6 Refuse a reference or provide an employee with an adverse reference for making the disclosure.
- 8.4.7 Deny employment for making the disclosure.
- 8.4.8 In any manner adversely affect an employee's prospects or work security for making the disclosure.
- 8.5 If an employee is victimised or prejudiced as a consequence of disclosing unlawful or irregular activity at the DR&PW (and the disclosure has been made in accordance with the procedures set out in this policy), the employee has the right to refer a dispute to the Public Service Coordinating Bargaining Council (PSCBC) and/or the Labour Court, if appropriate.

9. CONFIDENTIALITY

- 9.1 The DR&PW will take all necessary steps to protect an employee's identity when he/she raises a concern.
- 9.2 However, it is recognised that an employee may none the less wish to raise a concern in confidence under these guidelines. If an employee requests protection of her/his identity, the DR&PW will not disclose it without his/her consent. However, the DR&PW expects the same level of confidentiality regarding the matter.
- 9.2 If the situation arises where we are not able to resolve the concern without revealing an employee's identity (for example evidence is needed in court) the DR&PW will discuss the matter with the employee.

10. ANONYMOUS DISCLOSURES / ALLEGATIONS

- 10.1 In view of the protection offered to an employee of the DR&PW raising a *bona fide* concern, it is preferable that the employee put his/her name to the disclosure. The DR&PW will not tolerate the harassment or victimisation of anyone raising a genuine concern. However, the DR&PW recognises that an employee may nonetheless wish to raise a concern in confidence under this policy. If such an employee requests the DR&PW to protect her/his identity, it will not be disclosed without the written consent of the employee.

10.2 However, the DR&PW expects the same confidentiality regarding the matter from the employee. Concerns expressed anonymously are difficult to investigate; nevertheless they will be followed up at the discretion of the DR&PW. This discretion will be applied by taking into account the following:

- 10.2.1 the seriousness of the issues raised;
- 10.2.2 the credibility of the concern; and
- 10.2.3 the likelihood of confirming the allegation.

11. FALSE ALLEGATIONS

- 11.1 All managers within the DR&PW should discourage employees or other parties from making allegations which are false and made with malicious intentions.
- 11.2 Where such malicious, vexatious, or false allegations are discovered, the person who made the allegations will be subjected to the DR&PW disciplinary measures, or other appropriate action in the case of external parties.

12. WHISTLE BLOWING / PROTECTED DISCLOSURES PROCEDURES

- 12.1 For minor issues (e.g. personal use of DR&PW equipment etc.), employees are encouraged to raise their concerns with their immediate supervisors. In general, however, the whistle blowing procedure hereunder is expected to be used for potentially more serious and sensitive issues (e.g. fraud and corruption).
- 12.2 Employees are *not expected to prove* the truth of the allegations beyond a reasonable doubt. The information provided has to demonstrate that there are *reasonable grounds for concern*.
- 12.3 The following steps should be followed to raise a concern within the DR&PW:
Step One: The employee can submit his/her concerns in writing using the staff suggestion boxes (but not limited to other means) located at the reception areas of the following offices:
 - 12.3.1 Ministry Office (Tebogo Leon Tume (TLT) Complex), Floors, Kimberley;
 - 12.3.2 Head Office (Tebogo Leon Tume (TLT) Complex), Floors, Kimberley;
 - 12.3.3 Frances Baard (FB) District Office, Padkamp, Kimberley;
 - 12.3.4 John Taolo Gaetsewe (JTG) District Office, Mothibistad;
 - 12.3.5 Pixley Ka Seme District Office, De Aar and/or Prieska;
 - 12.3.6 Siyanda District Office, Upington;

12.3.7 Namaqua District Office, Springbok; and

12.3.8 Southern Life Building, Kimberley.

12.4 The suggestion boxes will be opened once a month and all employees will be invited to view the opening of the boxes, should they wish to be present.

12.5 The employee should ensure that he/she indicates before-hand whether she/he wishes to raise the matter in confidence so that appropriate arrangements can be made.

12.6 **Step Two:** Where the concern is of a more serious nature, the employee should approach their immediate manager/supervisor. This may be done verbally or in writing. Should the complaint be found to be substantiated, the Accounting Officer of the DR&PW will be consulted on referring it to the appropriate body (e.g. the South African Police Service (SAPS)).

12.7 The employee should ensure that he/she indicates before-hand whether he/she wishes to raise the matter in confidence so that appropriate arrangements can be made.

12.8 **Step Three:** If the employee feels unable to raise the matter with her/his immediate manager/supervisor, where he/she or senior management is the subject of the complaint or for whatever other reason, the employee is entitled to raise the matter with the Director: Legal Services or the Chief Director: Corporate and Management Services.

12.9 The employee should ensure that she/he indicates before-hand whether he/she wishes to raise the matter in confidence so that appropriate arrangements can be made.

12.10 **Step Four:** Where the concern is of a very serious nature and the employee does not feel comfortable using any of the above avenues, the employee should inform the Head of Department (HOD) directly. This may be done verbally or in writing. Should the complaint be found to be substantiated, the HOD will refer it to the appropriate body (e.g. the SAPS).

12.11 The employee should ensure that he/she indicates before-hand whether she/he wishes to raise the matter in confidence so that appropriate arrangements can be made.

12.12 **Step Five:** If the appropriate channels have been followed and the employee still has concerns, or if the employee feels that the matter is so serious that he/she cannot discuss it with any of the above, the employee is entitled to raise the matter with the Chairperson of the DR&PW's Internal Audit Committee (IAC).

12.13 The employee should ensure that she/he indicates before-hand whether he/she wishes to raise the matter in confidence so that appropriate arrangements can be made.

- 12.14 **Step Six:** Should the employee have exhausted all of these internal mechanisms or where the employee has substantive reasons to believe that there would be a cover-up or that records or evidence will be destroyed or that the matter might not be handled properly, the employee may raise the matter in good faith with the following institutions:
- 12.14.1 The Public Service Commission (PSC).
 - 12.14.2 The Presidential Hotline.
 - 12.14.3 The Public Protector (PP).
 - 12.14.4 The South African Police Service (SAPS).
- 12.15. Any reports submitted to the PSC will be directed to the DR&PW for investigation. All matters will be dealt with in terms of the DR&PW disciplinary procedures. The DR&PW is bound by law to report to the PSC on the manner in which it has dealt with the complaint and the outcome of the process. This has to be done within forty (40) days of receipt of a case report.
- 12.16 Concerns are better raised in writing. The employee's report should specify the following:
- 12.16.1 the nature of the conduct;
 - 12.16.2 the parties involved and the extent of involvement;
 - 12.16.3 evidence of the alleged unlawful conduct, if any;
 - 12.16.4 copies of documents, if applicable; and
 - 12.16.5 any other details which may assist in the investigation.
- 12.17 The earlier the concern is reported, the easier it is to take action.
- 12.18 If a person is unsure whether to use this procedure or wants independent advice at any stage, he/she may contact her/his own personal legal adviser or labour organisation (trade union).

13. DEALING WITH THE COMPLAINT

- 13.1 Once a concern is raised, information obtained will be used to investigate the matter and the action by the DR&PW will depend on the nature of the concern. If the investigation shows wrongdoing, appropriate steps will be taken, including but not limited to, disciplinary action that could result in dismissal, criminal prosecution and/or civil liability or could be referred to the IAC.
- 13.2 In order to protect individuals and the DR&PW, initial inquiries will be made to decide whether an investigation is appropriate and, if so, what form it should take. Concerns or allegations, which fall within the scope of other procedures, will normally be referred for consideration under those procedures.
- 13.3 Some concerns may be resolved by agreed action without the need for investigation.

- 13.4 The DR&PW will write to the complainant (if not anonymous):
 - 13.4.1 acknowledging that the concern has been received;
 - 13.4.2 indicating how it proposes to deal with the matter and whether any initial enquiries have been made;
 - 13.4.3 informing them who will be handling the matter, how to contact him/her and whether further assistance may or will be needed;
 - 13.4.4 giving an estimate of how long it will take to provide a final response; and
 - 13.4.5 informing them whether further investigations will take place, and if not, provide reasons.

- 13.5 The amount of contact between the authority investigating the issues and the persons raising the concern will depend on the nature of the matters raised, the potential difficulties involved and the clarity of the information provided. If necessary, further information will be sought from the individual.

- 13.6 The DR&PW accepts that employees need to be assured that the matter has been properly addressed. However, the progression of the investigation will be handled in a confidential manner and will not be disclosed or discussed with any persons other than those who have a legitimate right to such information. This is important in order to avoid damaging the reputation of the suspected persons who are subsequently found innocent of wrongful conduct.

14. CREATING A CULTURE OF AWARENESS AND OPENNESS

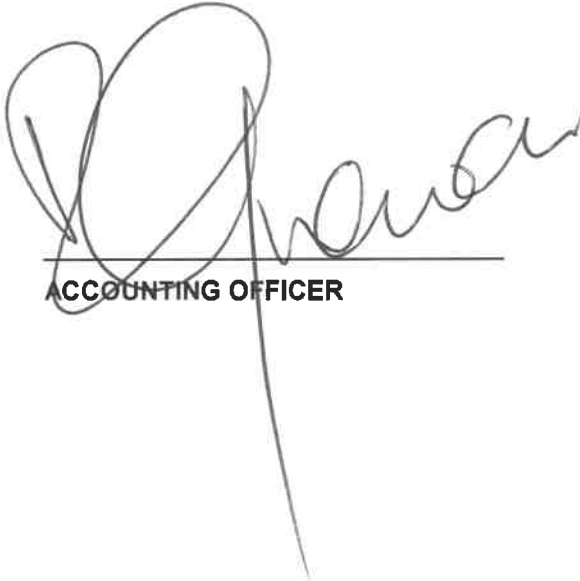
- 14.1 The DR&PW commits itself to encouraging an organisational culture that promotes openness. This will be done by:
 - 14.1.1 Involving employees, listening to their concerns and encouraging the appropriate use of this policy/process on whistle blowing promoted by management. This policy will be issued to all existing employees and to each and every new employee. It will also be included in Induction Packs for new employees.
 - 14.1.2 Educating, training, informing and explaining to all employees what constitutes fraud, corruption, maladministration and malpractice and its effects on the DR&PW. Promoting awareness of standards of appropriate and accepted employee conduct and establishing a common understanding of what is lawful and acceptable behaviour.
 - 14.1.3 Having policies and a strategy to combat fraud and corruption.
 - 14.1.4 Reporting regularly to the FPERC as well as the IAC of the DR&PW on the number of fraud/corruption matters reported and the outcome.

**15. APPROVAL OF THE DR&PW POLICY ON WHISTLE
BLOWING / PROTECTED DISCLOSURES**

This Policy is Approved / Not Approved

Comments:

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.....
.....



ACCOUNTING OFFICER

02/11/20

DATE



the dr&pw

Department:
Roads and Public Works
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

INTERNAL MEMO

DATE:	27 OCTOBER 2020	REF. NO.	
TO:	THE DIRECTOR: STRATEGIC PLANNING		
FROM:	THE DEPUTY DIRECTOR: POLICY AND RESEARCH MANAGEMENT SERVICES		
SUBJECT:	SUBMISSION FOR APPROVAL OF THE PLAN: REVIEWED COMPILATION OF DEPARTMENTAL POLICIES ON FRAUD, CORRUPTION AND ETHICS MANAGEMENT, VERSION 3		

Dear Ms. Bekebeke

Please find attached the draft policies and submission documents that the Compilation of Policies on Fraud, Corruption and Ethics Management, called The Plan consist of, for your perusal and consideration, and which are hereby submitted for approval and / or adoption by the Acting Head of Department (HOD).

Regards

Mr. T. Ferreira
Manager: Policy and Research Management Services



the dr&pw

Department:
Roads and Public Works
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

INTERNAL MEMO

DATE:	27 OCTOBER 2020	REF. NO.	
TO:	THE HEAD OF DEPARTMENT (HOD)		
FROM:	THE DIRECTOR: STRATEGIC PLANNING MANAGEMENT		
COPY:	THE CHIEF DIRECTOR: CORPORATE AND MANAGEMENT SERVICES		
SUBJECT:	SUBMISSION FOR APPROVAL OF THE PLAN: REVIEWED COMPILATION OF DEPARTMENTAL POLICIES ON FRAUD, CORRUPTION AND ETHICS MANAGEMENT, VERSION 3		

Purpose

1. The purpose of this submission is to obtain approval from the Acting Head of Department (HOD) for the operationalization within the Department of the draft policies that the Compilation of Policies on Fraud, Corruption and Ethics Management, called The Plan, consist of, which have been reviewed.

Recommendations

1. The final drafts of the above mentioned policies have been circulated departmentally by the Communication and Marketing Unit.
2. It is therefore recommended that the Acting HOD approve these reviewed policies as Departmental policy.
3. Please see e-mail attached of the Evidence of Departmental Consultation.



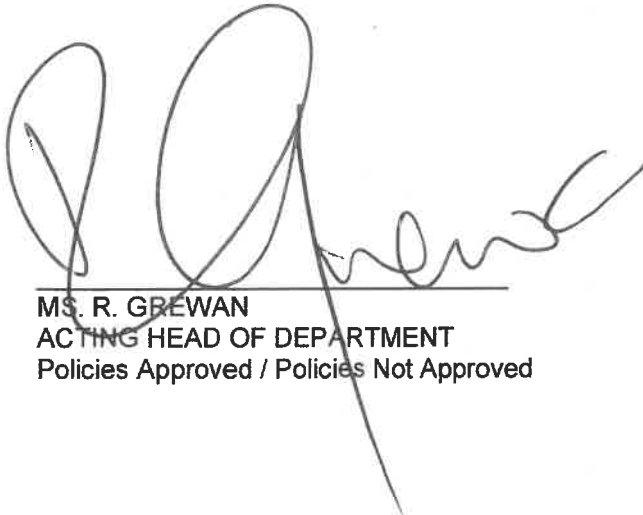
MS. B. BEKEBEKE
DIRECTOR: STRATEGIC PLANNING MANAGEMENT
Recommended / Not Recommended

27/10/2020
DATE

**SUBMISSION FOR APPROVAL OF THE PLAN REVIEWED COMPILATION OF
DEPARTMENTAL POLICIES ON FRAUD, CORRUPTION
AND ETHICS MANAGEMENT, VERSION 3**

MS. A. MPOTSANG
CHIEF DIRECTOR: CORPORATE AND MANAGEMENT SERVICES
Recommended / Not Recommended

DATE



MS. R. GREWAN
ACTING HEAD OF DEPARTMENT
Policies Approved / Policies Not Approved

02/11/20

DATE



the dr&pw

Department:
Roads and Public Works
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

**THE PLAN: REVIEWED COMPILATION
OF DEPARTMENTAL POLICIES ON
FRAUD, CORRUPTION AND ETHICS
MANAGEMENT**

**SUBMISSION FOR APPROVAL
OCTOBER 2020**

**EVIDENCE OF CONSULTATION WITH
DEPARTMENTAL STAKEHOLDERS**

From: DRPW-Info
To: ABavasah; ABrand; AFembers; AKula; ALesotho; ALSishi; amaina@vodam...
Date: 8/20/2020 8:18 AM
Subject: ANTI-CORRUPTION, FRAUD & ETHICS - REVIEW OF THE PLAN POLICY
COMPILATION
Attachments: DR&PW DEPARTMENTAL POLICY - THE PLAN - 2020.docx

Good day Colleagues,

Kindly find attached the latest version of the DR&PW Policy Document, The Plan, which is a compilation of Policy Documents on Anti-Corruption, Fraud and Ethics measures, which is also under review.

The due date for inputs/feedback from staff members is Friday, 11 September 2020. Inputs can be sent to tferreira@ncpg.gov.za

Thank you

From: DRPW-Info
To: A AMokwadi; A Maina; A van Staden; ABavasah; ABrand; AFembers; AKu...
Date: 10/5/2020 9:24 AM
Subject: POLICY CONSULTATION: DR&PW ANTI-FRAUD, ANTI-CORRUPTION, ETHICS STRATEGY
Attachments: DR&PW ANTI-FRAUD, ANTI-CORRUPTION AND ETHICS STRATEGY - .docx

Good day Colleagues,

Kindly find attached Version of the Draft DR&PW Anti-Fraud, Anti-Corruption and Ethics Strategy.

Please note that the due date for feedback is Monday, 12 October 2020 and inputs can be sent to tferreira@ncpg.gov.za

Thanking you

TFerreira - POLICY CONSULTATION: DR&PW Committee Terms of Reference

From: DRPW-Info

To: A AMokwadi; A Maina; A van Staden; ABavasah; ABrand; AFembers; AKula; ALesotho; ALSishi; AMasisi; AMiller; AMkhize; AMoeti; AMofokeng; AMPotsang; Andre Jooste; Andrew Pulen; APulen; ARudman; ASwanepoel; AvanHeerden; B BDamon; BaatileItumeleng; Babalwa Bekebeke; BBarends; BBoebeje; BChotelo; BCloete; BGAonakala; BGoba; BKapanda; BMazwi; BMeruti; BMontshiwa; BonoloMakoko; BosmanP; BPitso; Bradley Slingers; BSedisho; BSemau; BSlingsers; BValentine; C CvanRooi; C Robertson; CABrahams; CAdams; CBailey; CChakela; CDenysschen; CFourie; ChanelFourie; ChantelleCloete; ChristinaF; CKakora; Clive Bailey; CMrwebi; CNdebele; CRabaji; CRobertson; CValentine; D DMokoena; D DMwembo; DBingwa; DBingwane; Denice Bingwane; DGaehete; DKowa; DMAqutyana; DMAqutyana; DMokgatlhe; DMonyamane; DPhirisi; DRPW-Info; DRPW-Switchboard; DSolo; DSwartz; DTsoai; DvdMerwe; EbenSwartboo; EBeukes; EBlauw; EBreytenbach; Ed Simon; EduPlessis; Edward Simon; EJobe; EJonkers; EKhatwane; ELecwedi; Ella Modise; EMichaels; ENodoba; EPino; EricksenA; ESimon; FDooring; FMogoje; FPetoro; fufemakatong@gmail.com; FvanVuuren; GAppels; Garnett Keyser; GJacobs; Gladwyn Stuurman; GMoabi; GMolale; GNakana; GPietersen; GPino; GRiet; GSalimana; GSefotlho; GSwanepoel; GThupe; GTopkin; Harold Roberts; Henry De Wee; HvanderMerwe; I Bulane; I ICarolus; IIThopile; I MichaelsI; IFredericks; ILottering; IMolore; IOliphant; IRammutla; Isaac Prins; J Esterhuyse; J JHanekom; JillianWilliams; JMarx; JMhlongo; JMhlongo; JMolale; JMoncho; JMphole; JSehume; JSeptember; JSibiya; JSpetember; JTawine; June Erasmus; K KMaarman; K KMatonkonyane; K Malgask; KAaron; KagishoModise; KatzS; KBeuzana; KBopape; KChomi; KDennis; Kenneth Markman; KERicksen; KHenrykane; KKgomo; KKross; KLawrence; KLeboko; KLeserwane; KMarkman; KMatthews; KNdaba; KPike; KPMogorosi; KRifles; KrugerS; KSegwai(...)

Date: 10/13/2020 2:55 PM

Subject: POLICY CONSULTATION: DR&PW Committee Terms of Reference

Attachments: ToR of the DR&PW FPERC - Ver 1 - 2020.docx

Good Day colleagues

Please find attached the Terms of Reference of the Departmental Fraud Prevention, Ethics and Risk management Committee (FPERC).

The due date for inputs is Wednesday, 21 October 2020 and feedback can be sent to Mr. Tom Ferreira, email address: tferreira@ncpg.gov.za

Thank You



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Trendsetters in infrastructure delivery to change the economic landscape of the province'

TFerreira - REMINDER: POLICY CONSULTATION: DR&PW Committee Terms of Reference

From: DRPW-Info

To: A AMokwadi; A Maina; A van Staden; ABavasah; ABrand; AFembers; AKula; ALesotho; ALSishi; AMasisi; AMiller; AMkhize; AMoeti; AMofokeng; AMPotsang; Andre Jooste; Andrew Pulen; APulen; ARudman; ASwanepoel; AvanHeerden; B BDamon; BaatileItumeleng; Babalwa Bekebeke; BBarends; BBoebeje; BChotelo; BCloete; BGAonakala; BGoba; BKapanda; BMazwi; BMeruti; BMontshiwa; BonoloMakoko; BosmanP; BPitso; Bradley Slingers; BSedisho; BSemau; BSlingers; BValentine; C CvanRooi; C Robertson; CAbrahams; CAdams; CBailey; CChakela; CDenysschen; CFourie; ChaneFourie; ChantelleCloete; ChristinaF; CKakora; Clive Bailey; CMrwebi; CNdebele; CRabaji; CRobertson; CValentine; D DMokoena; D DMwembo; DBingwa; DBingwane; Denice Bingwane; DGaehete; DKowa; DMAqutyana; DMAqutyana; DMokgathe; DMonyamane; DPhirisi; DRPW-Info; DRPW-Switchboard; DSolo; DSwartz; DTsoai; DvdMerwe; EbenSwartboo; EBeukes; EBlaauw; EBreytenbach; Ed Simon; EduPlessis; Edward Simon; EJobe; EJonkers; EKhatwane; ELechedi; Ella Modise; EMichaels; ENodoba; EPino; EricksenA; ESimon; FDooring; FMogoj; FPetoro; fufemakatong@gmail.com; FvanVuuren; GAppels; Garnett Keyser; GJacobs; Gladwyn Stuurman; GMoabi; GMolale; GNakana; GPIetersen; GPino; GRiet; GSalimana; GSefotlho; GSwanepoel; GThupe; GTopkin; Harold Roberts; Henry De Wee; HvanderMerwe; IBulane; IC Carolus; ITIhopile; IMichaels; IFredericks; ILottering; IMolore; IOliphant; IRammutla; Isaac Prins; J Esterhuyse; J JHanekom; JillianWilliams; JMarx; JMhlongo; JMhlongo; JMolale; JMoncho; JMphole; JSehume; JSeptember; JSibiya; JSpetember; JTawine; June Erasmus; K KMaarman; K KMatonkonyane; K Malgask; KAaron; KagishoModise; KatzS; KBeuzana; KBopape; KChomi; KDennis; Kenneth Markman; KERicksen; KHenyekane; KKgomo; KKross; KLawrence; KLeboko; KLeserwane; KMarkman; KMatthews; KNdaba; KPike; KPMogorosi; KRifles; KrugerS; KSegwai(...)

Date: 10/15/2020 8:00 AM

Subject: REMINDER: POLICY CONSULTATION: DR&PW Committee Terms of Reference

Good day Colleagues

Kindly be reminded that the due date for inputs regarding the Policy Consultation below is **21 October 2020**.

For clarity, kindly consult Mr. tom Ferreira, Manager for Policy and Research Management Services

Thank you



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Trendsetters in infrastructure delivery to change the economic landscape of the province'

>>> DRPW-Info 10/13/2020 3:01 PM >>>

Good Day colleagues

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Thank You



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