



2021/22

Government Communications (GCIS) **ANNUAL REPORT**



government
communications

Department:
Government Communication and Information System
REPUBLIC OF SOUTH AFRICA



2021/22

Government Communications (GCIS)

ANNUAL REPORT





VOTE4

ANNUAL REPORT
2021/22 FINANCIAL YEAR

**GOVERNMENT COMMUNICATION
AND INFORMATION SYSTEM**

The pulse of communication excellence in government



GOVERNMENT COMMUNICATION AND INFORMATION SYSTEM

ANNUAL REPORT

2021/22

Submission of the Government Communication and Information System (GCIS) 2021/22 Annual Report

To the Minister in The Presidency, Mr Mondli Gungubele, MP.

I have the honour of submitting to you, in accordance with the Public Finance Management Act (PFMA), 1999 (Act 1 of 1999), the GCIS's Annual Report for the period 1 April 2021 to 31 March 2022.



Ms Phumla Williams
Director-General (DG) and Accounting Officer
Date of submission: 31 August 2022

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PART A:

General Information



1. DEPARTMENT GENERAL INFORMATION

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2. LIST OF ABBREVIATIONS AND ACRONYMS

4IR	Fourth Industrial Revolution
AENE	Adjusted Estimates of National Expenditure
AFS	Annual Financial Statements
AGSA	Auditor-General of South Africa
AIDS	Acquired Immunodeficiency Syndrome
AIP	Association of Independent Publishers
AMDP	Advanced Management Development Programme
APP	Annual Performance Plan
AWLN	African Women Leaders Network
B-BBEE	Broad-Based Black Economic Empowerment
BCM	Business Continuity Management
Brand SA	Brand South Africa
CCP	Cluster Communication Programme
CEO	Chief Executive Officer
CFO	Chief Financial Officer
CGE	Commission for Gender Equality
CoE	Compensation of Employees
COVID	Coronavirus Disease
CPSI	Commission for Public Service Innovation
CSA	Communication Service Agency
DDM	District Development Model
DG	Director-General
DIRCO	Department of International Relations and Cooperation

DPME	Department of Planning, Monitoring and Evaluation
DPSA	Department of Public Service and Administration
DPWI	Department Public Works and Infrastructure
EAP	Economically Active Population
EE	Employment Equity
EHW	Employee Health and Wellness
EPMDS	Employee Performance Management and Development System
ERM	Enterprise Risk Management
ERMC	Enterprise Risk Management Committee
ERRP	Economic Reconstruction and Recovery Plan
EWD	Employees with disabilities
G-CET	Government Communication Excellence Tool
GBVF	Gender-based violence and femicide
GCIS	Government Communication and Information System
GCP	Government Communication Programme
GSM	Government Segmentation Model
HCT	HIV Counselling and Testing
HIV	Human Immunodeficiency Virus
HOA	Homeowner's Allowance
HoC	Head of Communication
HoD	Head of Department
HR	Human Resources
HRD	Human Resources Development
HRM	Human Resource Management
HRP	Human Resources Plan
IAA	Internal Audit Activity
ICASA	Independent Communications Authority of South Africa
ICF	Internal Communicators' Forum
ICT	Information and Communications Technology
IEC	Electoral Commission of South Africa
IESBA	International Ethics Standards Board for Accountants
IM&T	Information Management and Technology
IT	Information Technology
LGE	Local Government Elections
MAC	Marketing, Advertising and Communication
MANCO	Management Committee
MCS	Modified Cash Standards

MDDA	Media Development and Diversity Agency
MTEF	Medium Term Expenditure Framework
MTSF	Medium Term Strategic Framework
NCCC	National COVID-19 Communication Committee
NCP	National Communication Partnership
NCSF	National Communication Strategy Framework
NDP	National Development Plan
NRF	National Revenue Fund
NSG	National School of Government
OAG	Office of the Auditor-General
OHS	Occupational Health and Safety
OPMS	Organisational Performance Management System
ORW	Other remunerative work
PFMA	Public Finance Management Act
PLL	Provincial and Local Liaison
PoA	Programme of Action
PPE	Personal Protective Equipment
PPP	Public-Participation Programme
PSCBC	Public Service Coordinating Bargaining Council
PSM	<i>Public Sector Manager</i>
PSR	Public Service Regulations
QPR	Quarterly Performance Report
SABC	South African Broadcasting Corporation
SADC	Southern African Development Community
SAIC	South Africa Investment Conference
SANEF	South African National Editors' Forum
SAYB	<i>South Africa Yearbook</i>
SCM	Supply Chain Management
SCOPA	Standing Committee on Public Accounts
SDIP	Service Delivery Improvement Plan
SEDA	Small Enterprise Development Agency
SIU	Special Investigating Unit
SMS	Senior Management Service
SoNA	State of the Nation Address
SSA	State Security Agency
Stats SA	Statistics South Africa
The dtic	Department of Trade, Industry and Competition
UAE	United Arab Emirates
UN	United Nations
UOLA	Use of Official Languages Act
WSP	Workplace Skills Plan



FOREWORD BY THE MINISTER

In the 2021/22 financial year, communication was again at the forefront of the fight against the Coronavirus Disease (COVID-19) pandemic. Our nation's communicators, led by the Government Communication and Information System (GCIS), were called on to support our monumental national vaccine roll-out.

Government communication played an instrumental role in drawing in all South Africans to be part of our massive vaccination campaign. We empowered citizens with the necessary information that enabled them to take control of their health and fight the spread of the deadly virus.

This important task is aligned with our constitutional imperative as the work of the department is mandated by the Constitution of the Republic of South Africa of 1996 to inform citizens of the programmes of government. The Constitution requires that citizens be provided with information that is accurate, timely and accessible in order to empower and improve their lives.

Communication on the national vaccine roll-out was guided by a progressive communication strategy that was based on scientific evidence and shaped by key research on how South Africans view the COVID-19 vaccines.

During the year under review, the GCIS was allocated an additional R50 million to drive communication on COVID-19 vaccinations. It demonstrated how a funded communication campaign could raise awareness, expand reach and make strong inroads into changing public perceptions.

Our Vooma Vaccination weekends became the rallying call for people to join the nation's vaccination drive. Communication on the



ground included door-to-door campaigns, activations to encourage vaccinations, communication support to local councillors, and content and infographic development.

This has empowered local councillors and community leaders to speak to their constituencies and help get the vaccine message across. We also engaged opinion makers, thought leaders, influencers and sport personalities through various webinars to support our communication push.

Our work was guided by our unique Government Segmentation Model (GSM) that allowed our

communication to target the specific needs of each sector of our population in a language or medium they understand. It has enabled us to better engage citizens on this important national issue, and to create greater alignment between citizen's concerns and our messages.

The department sought to do more by fostering partnerships that drew in different sectors to advance our nation's vaccination drive. It brought together business, labour and civil society under the auspices of the National Communication Partnership (NCP).

We took this collaborative approach to communication because we knew our success in defeating the virus and returning our economy to normal lay in each one of us doing our part. We have mobilised all resources at our disposal within the government communication system to further the work from our partnerships.

The COVID-19 pandemic has shown us the importance of a well-functioning government communication system. In our continued commitment to strengthen the system, we will develop a *White Paper Policy on Modernised Government Communications*. The White Paper will put forward provisions that will enforce communication work in all spheres of government.

In advancing the transformation of the country's print and digital media, advertising sector and community media, in the year, the GCIS championed the launch of the inaugural Marketing, Advertising and Communication (MAC) Broad-Based Black

Economic Empowerment (B-BBEE) Sector Council. The council will play an important role in the industry's transformation, development and advancement, and it will reflect the sector's progress in the Annual Transformation Report.

To respond to the rapid changes in the communication landscape with the convergence of media and technology, the GCIS developed a Draft Media Development and Diversity Agency (MDDA) Amendment Bill during the 2021/22 financial year. Our work at the MDDA and Brand South Africa (Brand SA) encompassed quarterly performance review sessions, Director-General (DG)/Chief Executive Officer (CEO) engagements, Chief Financial Officer (CFO) meetings and company secretary's meetings to guiding these entities in the key sectors they operate.

Among our successes over the year, the GCIS qualified as one of South Africa's Top Gender Empowered Organisations in the Standard Bank Top Women index. Top Women, endorsed by the Commission for Gender Equality (CGE) and the United Nations (UN) Women, celebrates organisations in the public and private sectors for prioritising gender empowerment.

Young people are at the heart of our nation's future and the department helped draw more young people into the workspace. Through its internship programme, young South Africans are equipped with the necessary work experience to start their career in communication-related fields.





During the 2021/22 financial year, 22 graduate interns were recruited, taking the total graduate interns – including those from previous years – to 41. We have also employed 13 graduate interns permanently, increasing the representation of youth at the organisation from 31.2% in 2020/21 to 34.09% in 2021/22.

The GCIS used its purchasing power to advance the national imperative of youth and women empowerment, and BEE. Over the period, the department procured products and services from black-owned businesses worth more than R250,1 million. Women-owned businesses received R76,278 million, youth-owned businesses – R51,6 million, rural economy – R12,2 million and the township economy – R32 million.

In recognising the pressures that many businesses face from late payments, we have endeavoured to pay suppliers timeously and reached 95% payment within 30 days of invoices received. The GCIS is rolling out an invoice-tracking system that adapts to disturbances such as the COVID-19 pandemic and new remote working methods so we can meet the 100% target in the next financial year.

As part of building a capable state within the GCIS and across the government-wide communication system, the department's activities were informed by continuous assessment of the communication environment, public opinion research, research analysis and further roll-out of the Government Communication Excellence Tool (G-CET).

The G-CET tracks the implementation of the Government Communication Policy and the National

Communication Strategy Framework (NCSF), serving as a mirror to government communicators as we consistently aim to professionalise the system. In the year ahead, the G-CET will progress from its pilot phase of having focused on COVID-19 to become more inclusive of broader government communication activities.

Over the period under review, the GCIS continued to capacitate and professionalise the government communication system through training, support and development. The department promotes the highest professional standards and encourages government communicators as a norm to remain frank, open and transparent in their communication. It strengthened relations with the media, who remain a vital partner in keeping South Africans informed.

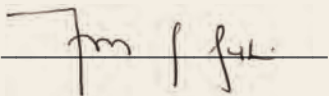
Over the year, we fostered direct engagements with organisations such as Digify Africa, Agape Youth Movement, Media Monitoring Africa and the National Press Club. Our successful partnership with the South African National Editors' Forum (SANEF) allowed us to facilitate the vaccination of members of the media. A new partnership has also been formed with the Association of Independent Publishers (AIP) to host webinars in indigenous languages and strengthen relations with community media.

The GCIS continued to drive a variety of its own products and platforms to ensure that information reached South Africans. These included print and electronic media, government products such as *Vuk'uzenzele* newspaper, *SAnews*; the *My District Today* newsletter and *Public Sector Manager (PSM)* magazine. The GCIS also used community radio stations to ensure

that South Africans receive news and information in their preferred languages. *Vuk'uzenzele* newspaper continued to be a flagship publication of the GCIS targeting in the main, the Rooted Realists and City Seekers population segments in rural and far-flung areas. The newspaper also saw 22 online editions being published.

The awareness amongst government on the cost savings from media buying through the GCIS is growing. The Communication Service Agency (CSA) facilitated the implementation of 85% of approved media-buying campaigns. One of the major challenges experienced over the year was aging digital infrastructure. The organisation requires an expedited digital transformation to ensure it remains relevant, flexible and productive in the Fourth Industrial Revolution (4IR). The GCIS will require a major capital input of about R39,9 million to ensure that its digital systems remain functional.

Despite the challenges the GCIS faced over the period under review, it rallied to ensure an informed citizenry and that its work was undertaken within available resources. I would like to express my appreciation to the management and staff of the department for their commitment to record the positive performance detailed in this report. I am confident that they will continue to build on the good work of keeping our citizens informed.



Mr Mondli Gungubele, MP
Minister in The Presidency
Date: 31 August 2022





DEPUTY MINISTER'S STATEMENT

The 2021/22 financial year was an exceptional year that demanded an extraordinary response from public servants in particular, the GCIS. We continued to fight the COVID-19 pandemic and thousands of public servants went beyond the call of duty to keep us safe. These professionals are the embodiment of all that is good in our society and their dedication to duty, in the most trying circumstances, must be commended.

The GCIS continued to provide up-to-date and targeted information to help citizens adapt their behaviour in line with the COVID-19 restrictions. This included partnering with business and civil society to deliver compelling and informative messages as well as deal decisively with fake news and disinformation.

Our priority has been to remind people constantly that they are part of the solution and that vaccination is the best defence against the virus. To do this work, the GCIS was allocated an additional R50 million in 2021/22 to direct a communication campaign on COVID-19 vaccination such as the Vooma Vaccination weekends. Thanks to this collaborative effort and partnerships we were able to mitigate the pandemic's worst effects on human health and livelihoods.

To date, approximately half of all adult South Africans have received at least one COVID-19 vaccine dose, and our priority is to increase the rate of vaccination to protect our people against possible new waves in the future. The World Bank has approved R7.6 billion low-interest loan which will be used to increase the uptake of vaccines.

Furthermore, the GCIS continued with its constitutional mandate to provide the public with accurate information, explain government decisions, plans and policies. In particular, the department led from the front in updating the public in the implementation of the Economic Reconstruction and Recovery Plan (ERRP) and Operation Vulindlela to rebuild our economy after the devastating effects of the COVID-19 pandemic.

The GCIS also updated the citizens on government's efforts to end gender-based violence and femicide (GBVF) by implementing the National Strategic Plan on GBVF. In January 2022 President Cyril Ramaphosa signed into law three pieces of legislation which was a major step forward in our efforts to fight the scourge of GBVF. The legislation strengthens the criminal justice system, promotes accountability across the State and places survivors at the centre of all our efforts.

We also provided updates on government's response and assistance to victims of floods in KwaZulu-Natal, Eastern Cape and North West. The floods left many people devastated and displaced from their homes, without food, shelter and many other basic amenities. Our government accordingly deployed all relevant national resources to restore the dignity of the victims and the economic infrastructure.

The GCIS used its unique GSM to ensure that government messages reach the intended audience. Through the model, we are able to understand the needs of the various audiences that receive government information and services. During this period, 3 487 news updates on key government programmes and activities were published.

To reach out to communities, the GCIS relied on a variety of platforms, with digital platforms being one of the most used during this period. Through the use of digital platforms such as national portals, mobile apps and social media, we were able to spread information far and wide to South Africans with access to the internet.

However, some of the platforms used included both print and electronic media products such as *Vuk'uzenzele* newspaper, News Service (SAnews); *My District Today* newsletter; *PSM* magazine and advertisements.

The GCIS also used community radio stations, particularly African language radio stations, to ensure

that people receive news and information in their preferred languages. More importantly, the GCIS went out of its way to increase interaction between elected officials by reintroducing the State of the Nation Address (SoNA) Presidential Izimbizo.

While we reflect on the past year with a sense of pride in our achievements, we also look forward to continuing to inform the public on the work of government and building the South Africa we want.

The work we achieved during this period would not have been possible without the dedication and hard work of the staff and colleagues. I would like to thank them in contributing to the outstanding performance of the department in the previous financial year.



Ms Thembi Siweya, MP

Deputy Minister in The Presidency

Date: 31 August 2022





REPORT OF THE ACCOUNTING OFFICER

1. Overview of the operations of the GCIS

The constitutional mandate of the GCIS to provide citizens with information that is accurate, timely and accessible in order to empower and improve their lives grew in prominence and relevance during the COVID-19 pandemic. The GCIS was allocated an additional R50 million in the 2021/22 financial year to spearhead a communication campaign on COVID-19 vaccination.

The focus of the campaign was on raising awareness, changing perceptions and encouraging all adults living in South Africa to get vaccinated against COVID-19. The Vooma Vaccination weekends were implemented and became a sound mechanism for increasing vaccination numbers, and continued messaging on vaccine safety and efficacy against COVID-19.

Building on the gains made in the 2020/21 financial year, the GCIS continued to convene the communication subcommittee around implementation of the communication plans to ensure integrated messages on COVID-19.

The roll-out of the vaccine campaign and improved understanding on the mode of transmission and infection of the virus led to a

gradual return in face-to-face interactions and the opening of the economy. The increased levels of economic activity were promoted through communication on the ERRP and other economic stimulus measures. Daily news updates on key government programmes and activities (excluding public holidays, weekends and holiday periods) saw 3 487 stories being published during the financial year.

The President's address became a prominent feature in the communication landscape during 2020/21. This continued during 2021/22 supported by the GCIS which facilitated 19 post-Cabinet media briefings in 2021/22, inclusive of Special Cabinet sittings on adjustment of the COVID-19 lockdown levels.

The department was again able to achieve a 100% response rate to all language service requests received, demonstrating accessibility of messaging by translating information into all 11 official South African languages. This aligns with the objects of the Use of Official Languages Act (UOLA), 2012 (Act 12 of 2012) and promotion of communication that is accessible to all South Africans. The 100% performance was also achieved against the target of requested key messages produced.

The increased reliance on digital platforms witnessed during 2020/21 is envisaged to remain in place for the foreseeable future. This places increased reliance on platforms such as radio and social media for information dissemination. During 2021/22, the Government Facebook page and www.sanews.gov.za continued on an upward growth trajectory in terms of traffic and followers. Community radio stations have proven to be a reliable platform that increases the reach for information dissemination.

The GCIS has actively championed advancing the transformation efforts of the communication sector. The appointment of the MAC Charter Council in March 2022 was a significant milestone in this transformation journey. The council will be expected to publish the Annual Transformation Report.



The cuts in the number of copies of *Vuk'uzenzele* newspaper have been an unfortunate but unavoidable occurrence. The target set for 15.3 million copies distributed was achieved. *Vuk'uzenzele* newspaper continues to be a flagship publication of the GCIS and is targeted towards GSM levels Rooted Realists and City Seekers, particularly in rural and far-flung areas. The publication of *Vuk'uzenzele* newspaper online saw 22 editions being published.

Awareness amongst government on the cost savings to be realised from media buying through the GCIS is growing. The efficiency of the CSA saw the implementation of 85% of approved media-buying campaigns. This resulted in an over achievement of 35% against the target of 50% set for the 2021/22 financial year.

Capacity constraints in the videography unit resulted in fewer than anticipated offering of video services and the annual target of 550 was not achieved (432 services were offered). The President, Deputy President and members of the Cabinet remain the primary recipients of this service.

The media is a critical stakeholder and partner in ensuring timely and reliable information dissemination. The GCIS continues in its concerted efforts of maintaining and strengthening relations with the media. For the 2021/22 financial year, the Media Engagement unit in the GCIS facilitated direct interactions between government and the media and various non-governmental organisations (NGOs) such as Digify Africa and Agape Youth Movement, Media Monitoring Africa and the National Press

Club. A successful partnership with the SANEF was also initiated to on-board members of the media for the COVID-19 vaccination drive. A new partnership has been formed with the AIP to host webinars in indigenous languages and strengthen relations with community media.



The GCIS prides itself on having achieved an unqualified audit opinion (with a finding) for the 2021/22 financial year. The oversight structures – the Audit Committee and the Enterprise Risk Management Committee (ERMC) – have served as major inputs towards sound corporate governance. The two structures were strengthened with new external appointments in the 2021/22 financial year.

Management has also been strengthened with the appointment of three new permanent Deputy DGs (DDGs) who will champion performance management effectiveness of internal controls and measures against fraud and anti-corruption in their respective branches.

2. Overview of the financial results of the department

2.1. The GCIS was initially allocated R749.7 million for the 2021/22 financial year.

2.2. During the 2021 Adjusted Estimates of National Expenditure (AENE), the appropriation was increased with R7.7 million to R757.4 million, with additional funds (R6.9 million) allocated for the improvement of conditions of service on levels 1-12 as well as a further R800 000 as self-financing expenditure in respect of the sale of advertising space in the *Vuk'uzenzele* newspaper.

2.3. Of the adjusted allocated budget, the GCIS spent R755 million (99.7%) by 31 March 2022. An underspending of around R2.426 million (0.3%) was realised. The underspending comprise of:

2.3.1 R752 000 in Compensation of Employees (CoE) due to the attrition of staff and vacant posts;

2.3.2 R713 000 in Goods and Services due to lesser recovery of self-financing expenditure in respect of the advertising of vacant posts in the *Vuk'uzenzele* newspaper; lower cost on Subsistence and Travelling; lower communication-related expenditure (telephones, data lines) and lower cost on operating payments;

2.3.3 R58 000 in Transfers and Subsidies due to lesser payments in respect of leave gratification as a result of resignations and retirement of former employees, as well as lesser payments than projected in respect of television (TV) licences;

2.3.4 R1.017 million under capital assets due to non-delivery of equipment by suppliers;

2.3.5 Theft and losses of R114 000 is funded from Goods and Services.

2.4. The GCIS continues to adhere to sound financial management principles as stipulated in the PFMA of 1999 and National Treasury Regulations. To ensure that the GCIS maintains sound financial governance that is client-focused and responsive to the overall operating environment, the financial policies are reviewed at least every second year to ensure that they comply with the PFMA of 1999 as well as National Treasury Instructions and prescripts. When required, updates are made from time to time within the two-year period.

Financial policies and related amendments are made available to all GCIS staff. In between, financial circulars are issued to staff from time to time as guided by National Treasury and the Department of Public Service and Administration (DPSA).





2.5. Departmental receipts

Departmental receipts	2021/22			2020/21		
	Estimate (2020 AENE)	Actual Amount Collected	(Over)/Under Collectio	Estimate (2019 AENE)	Actual Amount Collected	(Over)/Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Sale of goods and services other than capital assets	1 042	735	307	1 535	870	665
Interest, dividends and rent on land	52	34	18	116	94	22
Financial transactions in assets and liabilities	189	205	(16)	90	91	(1)
Total	1 283	974	309	1 741	1 055	686

2.5.1 The GCIS produces various information products, including posters, banners, photos and videos. Some of these photos and videos are sold to the public and other departments. The department also provides graphic-design services to government departments and for GCIS-initiated projects. Tariffs are developed after determining the direct costs linked to the production of information products. Tariffs make no provision for a profit margin. Revenue is also generated from monthly parking deductions made from staff salaries who use parking facilities within the office buildings, commission in respect of insurance deductions from staff salaries and payment thereof to service providers, interest generated in the department's bank account and interest-

bearing debt by former employees. The GCIS also generates revenue as self-financing expenditure by selling advertising space in the *Vuk'uzenzele* newspaper to other departments. All income generated is paid monthly to the National Revenue Fund (NRF).

2.5.2 The adjusted projected revenue of R1.283 million was under recovered by R309 000, resulting in total revenue collected of R974 000. The under-recovery is mainly attributed to lesser self-financing expenditure in respect of the *Vuk'uzenzele* newspaper of R315 000 due to lesser sale of advertising space than projected (included in "Sale of goods and services other than capital assets"). Higher revenue were recovered in respect of interest (R18 000).

2.6. Programme Expenditure

The spending trend per programme is as follows:

Programme Name	2021/22			2020/21		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
1. Administration	190 122	189 482	640	179 454	177 791	1 663
2. Content Processing and Dissemination	441 387	440 069	1 318	422 262	416 339	5 923
3. Intergovernmental Coordination and Stakeholder Management	125 921	125 453	468	123 424	117 980	5 444
Total	757 430	755 004	2 426	725 140	712 110	13 030

2.6.1 The increase in the annual appropriation from 2020/21 to 2021/22 is mainly due to the nett effect of a once-off allocation of R50 million for the COVID-19 communication campaign and reductions by National Treasury in respect of communication of employees and goods and services.

2.6.2 The department spent 99.7% of its final appropriation in the 2021/22 financial year. The variance of R2.426 million comprise of R752 000 in CoE due to the attrition of staff and vacant posts; R713 000 in Goods and Services due to lesser recovery of self-financing expenditure in respect of the advertising of vacant posts in the *Vuk'uzenzele* newspaper, lower cost on Subsistence and

Travelling, lower communication related expenditure (telephones, data lines) and lower cost on operating payments; a saving of R58 000 in Transfers and Subsidies due to lesser payments in respect of leave gratification as a result of resignations and retirement of former employees as well as lesser payments than projected in respect of TV licences; an underspending of R1.017 million under capital assets due to non-delivery of equipment from suppliers. Theft and losses of R114 000 is funded from Goods and Services. In the 2020/21 financial year, the department spent 98% of its allocated budget and realised a variance of R13 million (2%). The bulk of the variance related to CoE was due to vacant posts and staff attrition.



STAY SAFE
VACCINATE TO SAVE SOUTH AFRICA

PANEL DISCUSSION ON THE IMPACT OF COVID-19 ON PERSONS WITH DISABILITIES

As part of the Disability Rights Awareness Month commemorations, the Government Communication and Information System (GCIS) and the Department of Women, Youth and Persons with Disabilities (DWYPD) are hosting a **virtual panel discussion to unpack the impact of COVID-19 on persons with disabilities in South Africa.**

Details of the panel discussion are as follows:

Date: **Wednesday, 10 November 2021**

Time: **14:00 – 15:30**

Platform: **Zoom**

Link: <https://gcis.zoom.us/j/99818730585?pwd=a2puSFpeDF2bUwvZEdUcEllelNRZz09>

Webinar ID:
998 1873 0585

Passcode:
285894

Social media links:

<https://www.facebook.com/GovernmentZA> <http://twitter.com/GovernmentZA> <http://youtube.com/GovernmentZA>

RSVP: Mr Igniculous Masilela: 071 960 5317 or igniculous@gcis.gov.za



government communications
Department: Government Communication and Information System
REPUBLIC OF SOUTH AFRICA



2.7. 2020/21 Adjusted appropriation

2.7.1 The following table reflects the adjusted appropriation through the 2021 AENE:

Main division	Original budget	Additional appropriation (Self-financing expenditure)	Other adjustments	AENE
	R'000	R'000	R'000	R'000
1. Administration	176 038	-	2 714	178 752
2. Content Processing and Dissemination	448 966	800	2 009	451 775
3. Intergovernmental Coordination and Stakeholder Management	124 680	-	2 223	126 903
Total	749 684	800	6 946	757 430

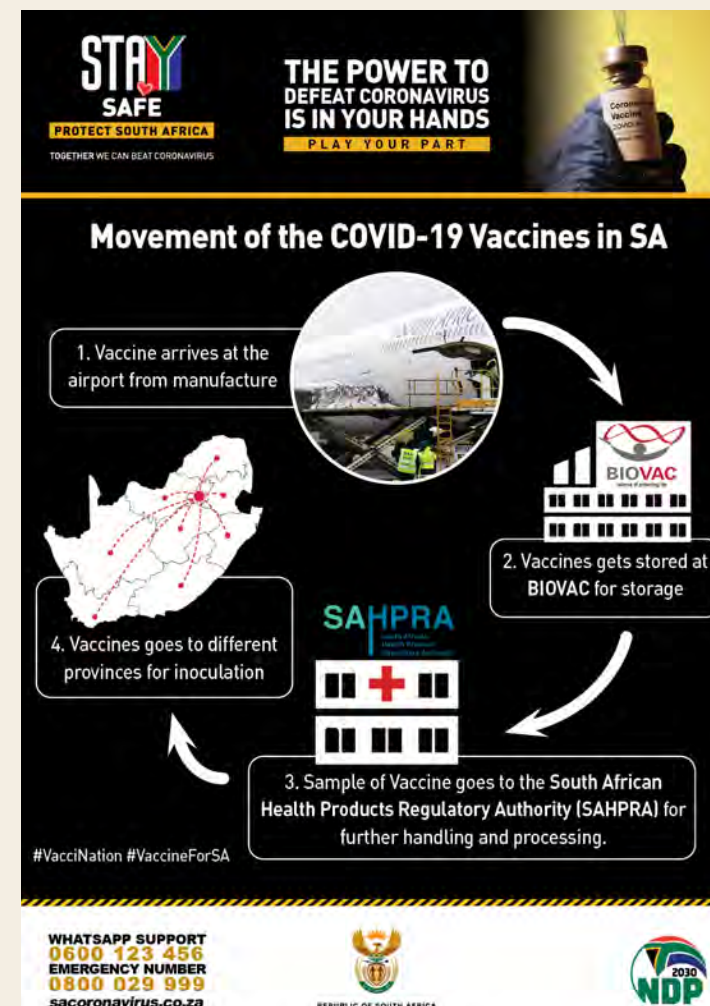
2.7.2 R800 000 was appropriated as self-financing expenditure in respect of projected revenue that the department estimated to recover in respect of the sale of advertising space of vacant posts of other departments in the *Vuk'uzenzele* newspaper.

2.7.3 Other adjustments amount to R6.946 million and related CoE in respect of the improvement of conditions of service.

2.7.4 No roll-over of funds were effected from the 2020/21 to the 2021/22 financial years. However, the department

requested National Treasury to roll-over R1.492 million from 2021/22 to 2022/23 to fund the payment of equipment and goods and services that were due for delivery before the end of the 2021/22 financial year.

2.7.5 No virement was applied between programmes during the first half of the 2021/22 financial year. However, R1.3 million was shifted from CoE to Transfers and Subsidies (Households) to fund the payments to former staff who retired, resigned or passed away.



2.7.6 The following virement was applied after the 2021 AENE:

Main division	Adjusted ENE	Virement	Final appropriation
	R'000	R'000	R'000
1. Administration	178 752	11 370	190 122
2. Content Processing and Dissemination	451 775	(10 388)	441 387
3. Intergovernmental Coordination and Stakeholder Management	126 903	(982)	125 921
Total	757 430	-	757 430

2.7.7 The virement relate mainly to the shifting of funds from Goods and Services to CoE in respect of salary increases of the senior management structure which was not funded by National Treasury.

3. Future plans of the department

Percentage compliance against the Cabinet-approved Government Communication Policy has been measured for the period October 2021 to March 2022. The policy was applied to 28 national departments and focused on communication related to COVID-19. Strengthened monitoring of the government-wide communication system is a key feature in ensuring coherence of messaging and sustained information sharing across the priorities of the Medium Term Strategic Framework (MTSF) and more recently, the COVID-19 Vaccine Roll-out Programme, GBVF awareness, anti-corruption awareness and successes by the State in addressing this issue, and the ERRP. The compliance to the policy is measured through the G-CET. In the 2022/23 financial year, the tool was workshopped with provinces to enable monitoring and reporting to provincial Cabinet structures.

4. Public-Private Partnerships (PPP)

The GCIS did not enter into any PPP agreement.

5. Discontinued activities/activities to be discontinued

The department temporarily halted the publication of the *PSM* magazine between April and September 2021 owing to operational reasons.

6. New or proposed activities

6.1. The Subprogramme: Entity Oversight and Subprogramme: Media Policy were created on the GCIS structure from 1 April 2020. An organisational review and redesign was undertaken in the 2022/23 financial year to streamline the structure and organogram of the GCIS, and in response to changes in communication practices and platforms.

6.2. The Media Policy unit facilitated the appointment of the MAC Council. The establishment of subcommittees of the council and an operational model will be developed once the sector code has been revised, consulted and approved in line with the B-BBEE Act, 2003 (Act 53 of 2003), as amended.

6.3. Improvements in the entity oversight function over the MDDA have resulted in the introduction on the MDDA Amendment Bill.

7. Supply Chain Management (SCM)

The GCIS did not procure any goods or services from unsolicited bids for the year under review. The department has a policy on irregular and wasteful expenditure. Internal controls are reviewed and policies adjusted to prevent irregular expenditure.

The department will continue to monitor and review its procurement and internal processes.

Of the nine cases of irregular expenditure to the value of R280 000 that were under investigation at 31 March 2021, R125 000 was refunded to GCIS by suppliers in the 2021/22 financial year. Irregular expenditure to the value of approximately R6 000 was condoned by the Accounting Officer during the year under review. During the 2021/22 audit, irregular expenditure amounting to R4,575 million which relates to extension and/or expansion of three panels of service providers was identified and under investigation.

The department has a strong track record of paying invoices within 30 days. However, due to COVID-19 constraints, water shortages and processing days lost due to the unavailability of financial systems experienced in 2021/22, a total of 295 invoices worth approximately R23, 566 million (5%) could not be paid within 30 days at the end of March 2022, but were paid in April and May 2022. As a consequence, the department has been able to process 95% of invoices received within 30 days, totalling R423.21 million (95%).

8. Gifts and donations received in kind from non-related parties

During the 2021/22 financial year, the GCIS received in-kind gifts to the value of around R5 000. Refer to Annexures 1C and 1D of the 2021/22 AFS for full disclosure of gifts, donations and sponsorships received and made.

9. Exemptions and deviations received from the National Treasury

The department did not apply or receive any exemption from National Treasury in respect of the PFMA of 1999, Treasury Regulations or deviation from the financial reporting requirements in respect of the current and/or previous financial year.

The GCIS obtained National Treasury's approval to deviate and use Treasury Regulation 16A6.4 in respect of media bulk-buying. The department created own policies in respect of media bulk-buying, including thresholds within which approval is granted by dedicated senior managers. Any request for approval above the approved threshold is submitted to the Bid Adjudication Committee (BAC) for recommendation of approval by the DG.

10. Events after the reporting date

There were no subsequent events that had an impact on the 2021/22 Annual Report or AFS.

11. Other (All to consider input)

The GCIS did not make any in-year changes to its APP in 2021/22.

12. Acknowledgement/s or Appreciation

I express my appreciation to the Executive Authority for their leadership and support during the 2021/22 financial year. I further wish to express my sincere

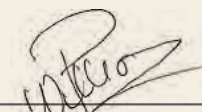
gratitude to the management and staff of the GCIS for ensuring that we achieve an unqualified audit opinion (with a finding) in the financial year under review.

13. Conclusion

The continued use and refinement (as appropriate) of the unique GSM allows for a differentiated communication approach suitable for different audience groups. The GSM enables targeted communication approaches and highlights the needs, concerns and characteristics of the different citizen groups to enhance public service engagement and communication.

14. Approval and sign-off

The Accounting Officer approves the 2021/22 Annual Report and AFS.


Ms Phumla Williams
DG and Accounting Officer
Date: 31 August 2022

6. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT

To the best of my knowledge and belief, I confirm the following:

All information and amounts disclosed throughout the Annual Report are consistent.

The Annual Report is complete, accurate and is free from any omissions.

The Annual Report has been prepared in accordance with the guidelines on the Annual Report as issued by National Treasury.

The AFS (Part E) have been prepared in accordance with the Modified Cash Standards (MCS) and the relevant frameworks and guidelines issued by National Treasury.

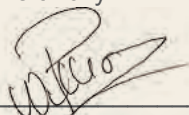
The Accounting Officer is responsible for the preparation of the AFS and for the judgements made in this information.

The Accounting Officer is responsible for establishing and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources (HR) information and the AFS.

The external auditors are engaged to express an independent opinion on the AFS.

In my opinion, the Annual Report fairly reflects the operations, the performance information, the HR information and the financial affairs of the department for the financial year ended 31 March 2022.

Yours faithfully



Ms Phumla Williams

Accounting Officer

Date: 31 August 2022

7. STRATEGIC OVERVIEW

7.1. Vision

The pulse of communication excellence in government.

7.2. Mission

To deliver effective strategic government communication. Set and influence adherence to standards and coherence of message and proactively communicate with the public about government policies, plans, programmes and achievements.

7.3. Values

Value	Meaning and behaviour associated with the value
Professionalism	• The organisation strives to operate at the highest level of professionalism in all business dealings at all times. • Professionalism is embodied in friendly, polite and business-like behaviour. It drives a person's appearance, demeanour and professional interactions, providing others with a positive first impression. • Officials should demonstrate professionalism by being courteous, honest and behaving responsibly when dealing with clients and representing the organisation. • Officials should demonstrate a level of excellence that goes beyond the department's normal work and official requirements.
Diversity	• The department contributes to democracy and equality by promoting a safe, positive and nurturing environment for everyone. • Officials should recognise and respect that each person is different. This difference can refer to race, ethnicity, gender, gender preference, age, religious beliefs, socio-economic status or other ideologies. • Officials should strive to understand and embrace each other's points of view, beyond simple tolerance, giving everyone the opportunity to express themselves. This attitude should be extended to the public.

Openness and transparency	• The organisation should always be open with its communications, disclose all relevant information and be accountable for its actions. • Officials should be straightforward and honest in their dealings at all times. • Officials should provide colleagues and clients with access to accurate, relevant and timely information. • The department recognises that transparency and accountability are essential for good governance.
Innovation	• The department strives to be receptive to new ideas and adopt a flexible approach to problem solving. Officials are encouraged to think beyond the norm. • Officials are encouraged to help each other address issues that cannot be addressed by a person working in isolation.
Honesty and integrity	• Officials should exercise honesty in all their business dealings and strive to protect the department's integrity at all times. • Officials should commit to the actions they have undertaken on behalf of their clients. • The department strives for equity, fairness and good ethics in its decision-making and expects its officials to do the same with one another. • The department honours its commitments to build a foundation for trust.

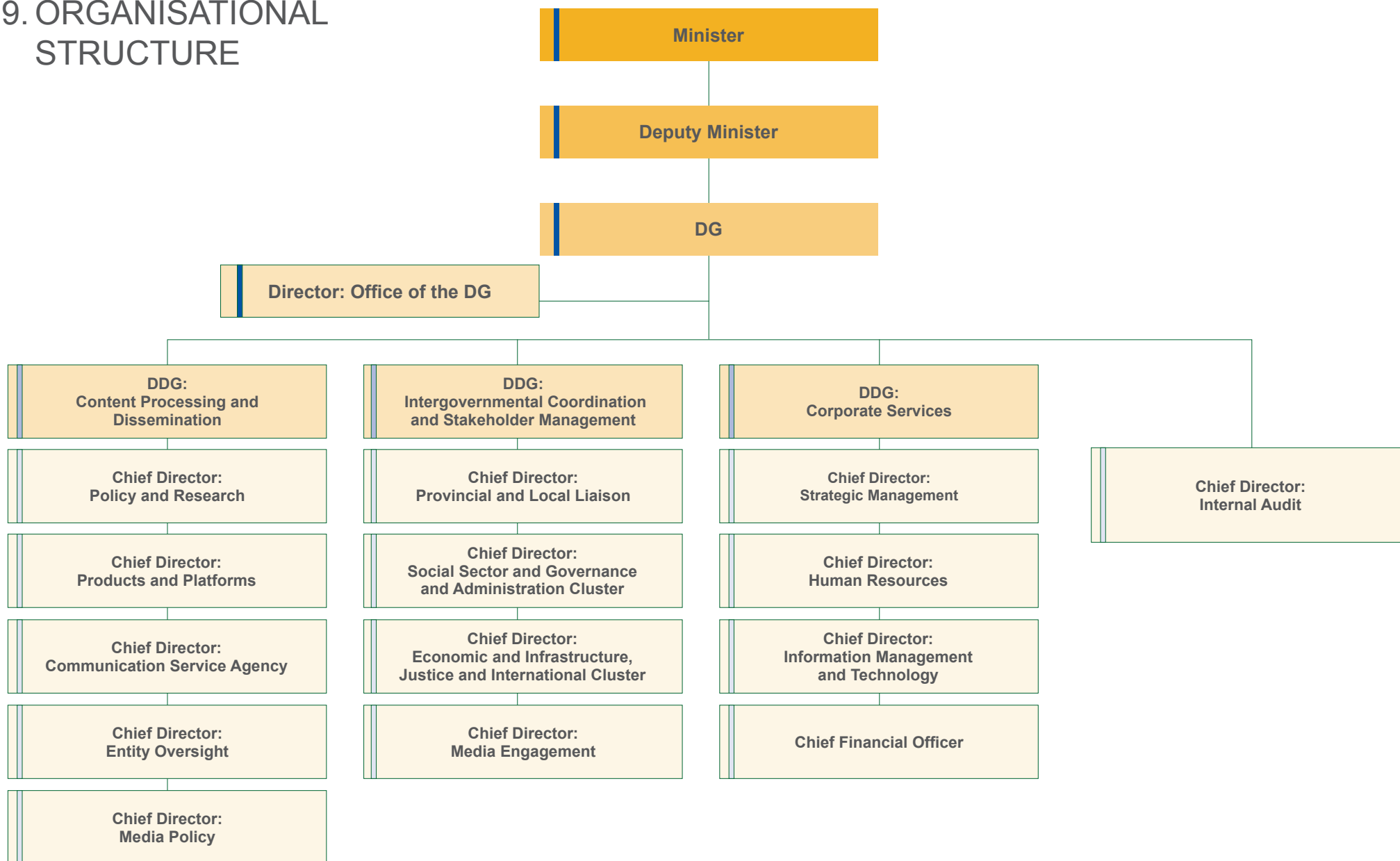
8. LEGISLATIVE AND OTHER MANDATES

8.1. The GCIS was formally established in terms of Section 239 of the Constitution of the Republic of South Africa of 1996 and as a strategic unit in The Presidency in terms of Section 7 of the Public Service Act, 1994 (Act 103 of 1994).

8.2. The organisation is mandated to coordinate, guide and advise on government communications, including media liaison, development communication and marketing. Its goal is to achieve integrated, coordinated and clear communications between government and South African citizens to enable the public involvement in the country's transformation. The work of the GCIS is further informed by:

- The Constitution of the Republic of South Africa of 1996.
- PFMA of 1999, as amended.
- MDDA Act, 2002 (Act 14 of 2002).
- Brand SA Trust Deed.
- Electronic Communications Act, 2005 (Act 36 of 2005).
- UOLA of 2012.
- The revised 2019-2024 MTSF.
- The Government Communication Policy, approved by Cabinet on 22 August 2018.
- The 2019-2024 NCSF.
- Public Service Act of 1994.

9. ORGANISATIONAL STRUCTURE



10. ENTITIES REPORTING TO THE MINISTER

Name of Entity	Legislative Mandate	Financial Relationship	Nature of Operations
MDDA	The MDDA was set up in terms of the MDDA Act of 2002 to enable historically disadvantaged communities and individuals to gain access to the media. The mandate of the agency is to create an enabling environment for media development and diversity which reflects the needs and aspirations of all South Africans; redress the exclusion and marginalisation of disadvantaged communities and people from access to the media and the media industry; and promote media development and diversity by providing support primarily to community and small commercial media projects.	Transfer payment The following appropriation for the MDDA is allocated under Transfers and Subsidies: 2022/23 – R36 822 000 2023/24 – R37 039 000 2024/25 – R 38 568 000	The entity supports the development of a vibrant, innovative, sustainable and people-centred community media sector through resourcing, knowledge-based research and capacity building, in order to give a voice to historically disadvantaged communities
Brand SA	Brand SA was established as a trust in 2002 and gazetted as a schedule 3A public entity in 2006, in accordance with the PFMA of 1999. Its purpose is to develop and implement a proactive and coordinated international marketing and communications strategy for South Africa, to contribute to job creation and poverty reduction, and to attract inward investment, trade and tourism.	Transfer payment The following appropriation for Brand SA is allocated under Transfers and Subsidies: 2022/23 – R218.122 million 2023/24 – R219.526 million 2024/25 – R229.385 million	The entity develops and implements proactive and coordinated marketing, communications and reputation management strategies for the Nation Brand



PART B:

PERFORMANCE INFORMATION



1. AUDITOR-GENERAL'S REPORT: PREDETERMINED OBJECTIVES

Refer to page 123 of the Report of the Auditor-General, published as Part E: Financial Information.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1. Service Delivery Environment

The mandate of the GCIS is enshrined in Section 195(g) of the Constitution of the Republic of South Africa of 1996. The GCIS exists to ensure that citizens are informed about government's policies, programmes and projects in a manner that enables informed decision-making to improve the quality of their lives. This mandate is given effect to through the GCIS's outcome of an informed and empowered citizenry. Adhering to this mandate, the department plays a pivotal role securing a democratic society, building social cohesion and enabling economic transformation through information on access to opportunities.

Despite the unprecedented experience of COVID-19 and the resultant impacts on our economy and

society, the GCIS remained resilient and ensured that it leads and coordinates government communication through the media, using its own platforms and limited physical interactions. The address by the President on key matters has become a prominent feature of the South African communication landscape.

Information dissemination and communication practice as a whole have evolved significantly over the last few years. Traditional means of communication such as print media have been overtaken by digital platforms and social media. The placement of opinion pieces, media statements and daily government messaging in various print, broadcast and social media platforms enhanced communication of government messages covering various topics on key government programmes and opportunities. Despite these changes and owing to the history and make-up of South Africa, media remains a strategic key partner in advancing the mandate of the GCIS.

Whilst many of these engagements have been migrated to virtual platforms, the easing down of lockdown regulations has seen a return to face-to-face interaction and limited mass gatherings. Between 1 April and 31 March 2022, thirty-five (35) media briefings were conducted to ensure that the public is informed about the decisions of government. Nineteen (19) post-Cabinet media briefings were held to engage the media and journalists on Cabinet matters. This demonstrated the GCIS's commitment to deliver services to the citizens, irrespective of any circumstances that may bring about risks of non-delivery of services to the citizens.

During the unfortunate July 2021 unrest, government messaging was ramped up to restore a sense of calm and to demonstrate a responsive government that had a handle on the situation and in responding to people's needs. Citizens were informed about the total cost of the damages to properties, impact on the economy, availability of food supplies, impact on social services and most importantly, consequences for people who had broken the law in any way during this period. These messages gave hope to the people that government was acting in the interest of the people, their safety, economy and social welfare.



While the GCIS is tasked to ensure that government messages are coherent, accurate and timeously delivered to citizens, government continues to encounter the challenge of conflicting messages and dissemination of false information.

Government communication is competing for attention with voices that are prominent and at times alluring with falsehood and misinformation. This is in the main perpetuated through social media platforms. During this period, a concerted effort was directed towards ensuring relevance, accuracy and timeous of platforms such as SAnews and www.gov.za. Daily updates were done to these online platforms as well as GCIS-managed social media accounts, primarily Facebook and Twitter.

Community engagements through the Provincial and Local Liaison (PLL) unit saw nearly 32 million South Africans accessing information either directly or indirectly through the work of the GCIS provincial and district offices. The primary mode of interaction was community radio with a total of 528 community radio programmes in the 2021/22 financial year.

The radio programmes were used to profile messaging and information on COVID-19, GBVF, ERRP, crime and corruption, job creation and service delivery interventions using localised messengers, including municipal leadership. Overall, the organisational target of 400 radio products and services provided was overachieved by 75%.

A total of 699 radio products and services were provided. The overachievement builds on the gains of the 2021/22 financial year where, due to the lockdown restrictions and a limit on gatherings, radio services proved a viable alternative to face-to-face interaction and an effective communication channel.

During the 2021 Local Government Elections (LGE) held on 1 November 2021, the GCIS increased government messages between October and November 2021, by educating and informing people about their rights, meaning of democracy, and/or location of voting stations, processes of voting and subsequently, results of the elections.

Millions of South Africans turned up at voting stations across the country. It was evident that democracy depends on the active participation of citizens, and voting remains the most tangible way for citizens to bring about change and renewal.

Vukuzenzele newspaper is the flagship publication of the GCIS. For the period under review, 22 online editions of the community newspaper were published and a total of 15,3 million copies were distributed. The discrepancy between online editions and printed editions is part of exploring the transition towards digital platforms informed by the GSM and Census studies.

Vukuzenzele newspaper remains the largest print circulation in South Africa and is also available in a Braille version. The GCIS continues to promote

the advertisement of government vacancies in *Vukuzenzele* newspaper as the publication is strongly slanted towards capacity-building and job creation.

Although the GCIS wishes to increase the number of printed copies of the newspaper, financial constraints remain a challenge. The GCIS will continue to engage National Treasury for additional funds to increase the print-run of the *Vukuzenzele* newspaper to reach even the most remote parts of the country.



2.2. Service Delivery Improvement Plan (SDIP)

The department has completed a SDIP. The tables below highlight the service delivery plan and the achievements to date.

Main services and standards

Main services	Beneficiaries	Current/actual standard of service	Desired standard of service	Actual achievement
Provide accurate relevant information to empower citizens improve their lives	South African citizens/public	Up-to-date and accurate government information through daily news updates on key government programmes and activities (excluding public holidays, weekends and holiday periods) as follows: Provided daily news updates on key government programmes and activities (excluding public holidays, weekends and holiday periods) as follows: • Stories published: 3 487 • Twitter: 612 408 followers by end of the financial year • Facebook: 838 033 likes by end of the financial year.	Up-to-date and accurate government information	Up-to-date and accurate government information through daily news updates on key government programmes and activities (excluding public holidays, weekends and holiday periods) as follows: Provided daily news updates on key government programmes and activities (excluding public holidays, weekends and holiday periods) as follows: • Stories published: 3 487 • Twitter: 612 408 followers by end of the financial year • Facebook: 838 033 likes by end of the financial year
		22 editions of <i>Vuk'uzenzele</i> newspaper published	22 editions of <i>Vuk'uzenzele</i> newspaper published	22 editions of <i>Vuk'uzenzele</i> newspaper were published online. 18 editions of the newspaper were printed due to budget constraints. Therefore, 15.3 million copies of <i>Vuk'uzenzele</i> newspaper were printed
		During 2021/22, a total of 15 300 000 million copies of <i>Vuk'uzenzele</i> newspaper were distributed and 94% was knock-and-drop and 3% to distribution points, including GCIS district and provincial offices. The further 3% was distributed through activations.	Distribution to communities done through knock- and-drops and access points such as post offices, Thusong Service Centres, provincial and national Information Resource Centres, etc	During 2021/22, 15 300 000 copies of <i>Vuk'uzenzele</i> newspaper were distributed. More or less 94% was done through knock-and-drop, 3% to distribution points, including GCIS district and provincial offices and a further 3% was distributed through activations

Provide accurate and relevant information to empower citizens to improve their lives	South African citizens/public	Customer feedback undertaken to enhance the quality and content of information products	Customer feedback undertaken to enhance the quality and content of information products	Customer feedback was received on the content of <i>Vuk'uzenzele</i> newspaper
		The GCIS received five complaints through the Presidential Hotline. One was successfully dealt with internally, one was dealt with internally without final resolution and three others were redirected to the relevant public entity, the Independent Communications Authority of South Africa (ICASA)	Complaints and/or feedback received through the GCIS information centre, letters to the DG, editors of publications through emails or telephone calls	The GCIS received no complaints through the Presidential Hotline
Provide accurate relevant information to empower citizens improve their lives	South African citizens/public	120 832 909 people accessing government information through Thusong Service Centres, public-participation events and development communication activations	Percentage increase of people accessing government information through Thusong Service Centres, public-participation events and development communication activations	Out of 2 342 development projects, a number of 120 832 909 people were reached through community radio, Thusong Service Centres, stakeholder engagements and development communication activations. The total number of people reached emanate from the repetitive communication activities carried out at district and provincial level.
		Daily updates on GCIS social media accounts were implemented (including some public holidays, weekends and holiday periods)	Up-to-date, accurate websites and social media content	Websites: A total of 4 784 speeches and statements, 2 331 documents and 49 blogs were uploaded during the financial year. Page views totalled 81 820 517. Social media: 670 Facebook messages were shared, reaching 201 139 911 screens. A total of 1 232 messages were shared on Twitter, reaching 114 301 233 screens.
Provide accurate and relevant information to empower citizens to improve their lives	South African citizens/public	1 140 development communication activations implemented	1 140 development communication activations	2 342 development communication activations implemented
		1 140 community and stakeholder liaison visits undertaken	1 140 community and stakeholder liaison visits	1 718 community and stakeholder liaison visits undertaken
		2019/20 online edition of the SAYB was published	An edition of the SAYB published	2020/21 online edition of the SAYB was published
		2019/20 online edition of the <i>Official Guide to South Africa</i> was published	An online edition of the <i>Official Guide to South Africa</i> published	2020/21 online edition of the <i>Official Guide to South Africa</i> was published

2.3. Organisational environment

The GCIS staff complement is recognised as the biggest asset of the organisation. In response to changes in communication practice and delivery, the need for capacity development will ensure the maintenance of a skilled, capable and relevant workforce that is representative of the demographics of the country. More than 95% of staff completed a Personal Development Plan (PDP) for the financial year.

Budget constraints impede the full implementation of the Workplace Skills Plan (WSP) but priority was given to training needs in high-pressure areas. Through the Directorate: HR Development (HRD), thirty-six (36) senior managers attended training as outlined in their PDPs during the year under review.

The prescribed vacancy rate threshold is 10% as set by the DPSA. By the end of the 2021/22 financial year, the vacancy rate of the GCIS was 6.74%. By 31 March 2022, the GCIS managed to fill three (3) critical executive posts of DDGs that had been vacant for more than three years, namely: DDG: Corporate Services, DDG: Content Processing and Dissemination and DDG: Intergovernmental Coordination and Stakeholder Management.

During the year under review, the GCIS's management deemed it necessary for the Chief Directorate: HR to scope the conduct of an organisational review exercise for implementation in the 2022/23 financial

year. This is informed by amongst other elements, the following:

- It is a requirement that organisational structures should be reviewed every five years in line with Regulation 25(2) of the Public Service Regulations (PSR) of 2016.
- The increased communication demand across three spheres of government.
- Alignment of entities' mandate that were transferred to the GCIS in the 2020/21 financial year with the mandate of the GCIS, namely the MDDA and Brand SA.

It is common cause that change in an organisation's environment often compels a change in strategy, which in turn may require the department to assess the internal/external environment, organisational capacity and current business processes to determine if it is well positioned to support the strategy. A well-designed structure makes it easier to identify inefficiencies and new problems as the organisation evolves and matures and thus, reviewing the organisational structure regularly will ensure that the GCIS is set up for optimal growth and service delivery well into the future.

Financial disclosures form part of government's Ethics and Integrity Management Framework. In compliance with the PSR of 2016 and the DPSA directives, all Senior Management Service (SMS) members disclosed their financial interests and the department maintained the achievement of 100% throughout the

financial year under review. This was further cascaded to all designated employee categories and sections.

The department submitted all quarterly performance reports (QPRs) against predetermined objectives within the prescribed 30 days. Internal processes and approvals have been streamlined to accommodate the need for Internal Audit to verify reported performance prior to submission to external oversight bodies. The Executive Authority adhered to all invitations to appear before the Portfolio Committee on Communications.

In October 2021, Cabinet approved the revised 2019-2024 MTSF. This revision incorporated an indicator that measures the effectiveness of government communication in support of bridging the trust deficit between government and the citizenry. The MTSF targets on the Government Communication Policy necessitated a change to the GCIS Strategic Plan, which was finalised as part of the 2022/23 planning cycle.

The APP was developed, reviewed by the Department of Planning, Monitoring and Evaluation (DPME) and National Treasury and tabled in Parliament by end of March 2022. The 2022/23 APP demonstrates maturity in planning practice for the GCIS and better alignment with the Revised Framework on Strategic and Annual Performance Plans (APP) issued by the DPME in 2019. The GCIS commenced the revision of its internal Planning and Performance Monitoring Framework.



2.4. Key policy developments and legislative changes

In September 2021, the Minister in The Presidency approved the development of the *White Paper Policy on Modernised Government Communications*.

The White Paper provides a long-term vision and a mechanism in which government communication work is enforceable and binding to the entire communication system in all spheres of government. In addition, the White Paper Policy will make provisions for the Minister to henceforth issue binding regulations from time to time which will be anchored in the legislation.

Since the approval by the Minister, the GCIS has commenced with the appointment of a service provider to provide the anchor research that informs the development of the Draft Framing Paper, which will be published in a *Government Gazette* in the 2022/23 financial year.

The Draft Framing Paper engagements with stakeholders will result in the culmination of decisions on issues that will be taken forward leading to the development of a Draft Green Paper, Discussion Paper and finally, the White Paper. The Green Paper, Discussion Paper and Draft White Paper will be taken through the requisite cluster and Cabinet processes for consultation and final approval.

The MDDA Act of 2002 and its regulations after 20 years of its implementation is outdated and ineffective, with the rapid changes in the communications landscape given media and technology convergence.

During the 2021/22 financial year, the GCIS developed a draft MDDA Amendment Bill, which was expected to be finalised in the outer financial year.

3. ACHIEVEMENT OF INSTITUTIONAL IMPACTS AND OUTCOMES

The promotion of the outcome on “Sound Corporate Governance” was enhanced by the appointment of two external ERMC members in February 2022. The three executive member appointments onto the organisational establishment will also improve the corporate governance of the organisation. The GCIS constantly endeavours to pay service providers within the stipulated 30 days of invoice. Performance against this was at 95% over the financial year, with the missed 5% being attributable mainly to COVID-19 infections in the SCM and Financial Management sections. The GCIS obtained an unqualified audit opinion for the seventh consecutive year with the audit of the 2020/21 financial year.

In line with the outcome of “Transformed mainstream print and digital media, advertising and community media”, the GCIS managed to appoint and launch the MAC Council on 25 March 2022. The council is meant to facilitate the transformation of mainstream print and digital media, advertising and community media. Following the establishment of this council, it is expected to amongst other work; review the MAC Charter Code through public participation and present the Annual Transformation Report to the Minister in The Presidency, Minister of Trade, Industry and Competition, B-BBEE Commission and B-BBEE Advisory Council.

4. INSTITUTIONAL PROGRAMME PERFORMANCE INFORMATION

4.1. Programme 1: Administration

Programme purpose	Provide strategic leadership, management and support services to the department.
Outcome	Good corporate governance.

The programme's functions are organised into the following five subprogrammes:

- **Strategic Management** is responsible for the development and implementation of strategic management processes, procedures and systems in compliance with relevant legislation. These include the coordination of strategic planning, performance monitoring and reporting, and risk management for the department.
- **HR** is responsible for strategic leadership in the implementation of the department's HR Management (HRM) strategy.
- **Information Management and Technology** (IM&T) is responsible for the establishment and support of IM&T systems in the GCIS.
- The **CFO** provides the department with overall financial, SCM and auxiliary services, and guides management in complying with legislative requirements, budget planning and administration.
- **Internal Audit** improves governance, risk management and control processes.

Outcomes, outputs, output indicators, targets and actual achievements

Subprogramme: Strategic Management

The GCIS compiled and submitted four QPRs in 2021/22 in line with the DPME's guidelines for preparation of the QPRs (issued May 2021). All four QPRs were finalised within 30 days of the end of the quarter and presented actual performance information as validated by Internal Audit. The Annual Report for 2020/21 was

finalised and tabled in Parliament in September 2021. All reports against the APP and the approved annual operational plans (per Branch) are compiled using the Organisational Performance Management System (OPMS).

Strategic planning continues to grow and evolve in the GCIS. The strategic planning process culminated in the finalisation and tabling of the APP 2022/23. The appointment of a new Executive Authority in August 2021 provided opportunity for greater strategic alignment. The revised MTSF issued in October 2021 features a new indicator led by the GCIS. The GCIS is responsible for providing strategic leadership and coordinating a government communication system. The primary objective of communication is to provide the public with information on government programmes and policies that benefit them. The department contributes towards improving the level of trust in government. The GCIS-led MTSF indicator has also been included in the GCIS Strategic Plan (an amendment in APP 2022/23).

The ERM included Business Continuity Management (BCM), fraud and anti-corruption activities, ethics and integrity management as well as risk identification and monitoring. All of these are monitored by the ERM unit. The work of the ERM unit is regulated by a series of governance documents adopted by the GCIS through its ERM. The ERM is chaired by an independent chairperson and consists of an additional external member. The two appointments were finalised in January 2022. The ERM convened all four meetings for each quarter of the financial year. To demonstrate the growth in ERM oversight, an impressive improvement in the overall risk maturity score for the organisation increased from 3.9 in 2020 to five in 2021.

The maturity assessment was conducted using National Treasury's assessment tool. The ERM is exploring a different Risk Maturity Assessment Tool that will assess implementation of risk management within the GCIS and assist in identifying new elements of the maturity improvement plan for consideration by the ERM. The conclusion of the Ethics Survey enabled the development of a draft Ethics Risk Register for implementation from 1 April 2022.

The varied models of remote working introduced in response to COVID-19 during 2020 have necessitated closer scrutiny of the effectiveness of the GCIS BCM.

Through the COVID-19 and Occupational Health and Safety (OHS) Subcommittee of the BCM Steering Committee (BCMSC), the department exercised oversight of the safety of the workplace under COVID-19 restrictions. The Business and Disaster Recovery Subcommittee of the BCMSC was on hand to manage and respond to IT-related business interruptions and ensure compliance to the Business Impact Assessment Implementation Plan. Regular reports on BCM presented to management and the ERM.

Subprogramme: Human Resources

In line with the 2019-2024 MTSF, Priority 1: Building a capable, ethical and a developmental state, internal controls were enhanced to recruit and retain suitably qualified, capable and skilled workforce, and to maintain the vacancy rate below 10% as prescribed by the DPSA.

The department managed to keep the vacancy rate below 10% during the 2021/22 financial year and reduced the Top Management vacancy rate from 75% in the 2020/21 financial year to 0% in the 2021/22 financial year. The turnover rate decreased from 6.09% in the 2020/21 financial year to 5.95% in the 2021/22 financial year.

To enhance the achievement of Employment Equity (EE) targets, the department designated a certain number of posts to promote representativity. This is achieved through targeted recruitment and partnership with institutions for persons with disabilities, youth organisations and institutions of higher learning.

Nine (9) employees from designated groups were recruited during the reporting period. The national target of 2% was achieved at 3.16%, exceeding the national target by 1.16%. Women representation at SMS level was achieved at 56%.

Though the Gender Desk, the department ensures gender mainstreaming of all programmes/projects/policies and subscribes to non-discriminative practices. The department continues to create awareness to employees on GBVF. In addition, the department established a Men's Forum and Women's Forum respectively, to assist with the prevention of sexual harassment and GBVF as part of an empowerment programme for both genders.

The GCIS has qualified as one of South Africa's Top Gender Empowered Organisations through the Standard Bank Top Women. Top Women is endorsed by the CGE, UN Women and is South Africa's leading gender-empowerment brand celebrating organisations in both the public and private sector for prioritising gender empowerment as an integral part of their business strategies.

The department recruited twenty-two (22) graduate interns during the 2021/22 financial year to alleviate unemployment amongst young graduates and provide opportunities to gain work experience. In total forty-one (41) graduate interns were placed in the department, inclusive of those recruited from the previous financial year. Representation of youth in the department was achieved through employment of thirteen (13) graduate interns on permanent vacant

positions, thus increasing representation of youth from 31.2% in 2020/21 to 34.09% in 2021/22.

Subprogramme: IM&T

During the reporting period, the IM&T unit ensured that Information Management Systems were maintained and updated in line with requirements from the GCIS business units. Enhancements were done on the electronic Employee Performance Management and Development System (EPMDS), the OPMS and the Service Provider Management System. The unit also started the development of an Invoice Tracking System earmarked for implementation early in the next reporting period.

The GCIS IT Infrastructure was available in line with the required service levels maintained by the State Information Technology Agency, although there were some incidents of downtime experienced due to load shedding and vandalism. Some end-of-life servers and computers were also replaced during this period. The IM&T unit also ensured that all software licences were renewed, and these included the Microsoft Enterprise Agreement, security software, virtual meeting tools and the electronic forms design and workflow tool.

The unit ensured that the Information and Communications Technology (ICT) governance was maintained through reporting to the quarterly IM&T Steering Committee meetings and to the Audit Committee meetings.

Subprogramme: Chief Financial Officer**Key achievements**

During the 2021/22 financial year, the subprogramme produced outstanding results. The majority of our internal and external targets were met, and all statutory reporting requirements were met, including regulatory deadlines as prescribed by the PFMA of 1999, National Treasury requirements and other prescripts, as well as procuring prudently and confining expenditure within available resources, due to the cyclical nature of our work with tight deadlines.

The GCIS met National Treasury requirements for the development and submission of the 2022 Medium Term Expenditure Framework (MTEF), Estimates of National Expenditure (ENE) and AENE, as well as the timely submission of in-year monitoring reports and COVID-19 spending reports. The GCIS was originally given R749.7 million at the start of the financial year on 1 April 2021, but during the 2021 AENE, the allocation was increased by R7.7 million to R757.4 million as a result of an increase of:

- R6.9 million in CoE to fund the salary adjustments of staff on levels 1-12.
- R800 000 as self-financing expenditure to utilise revenue through the sale of advertising space in the *Vuk'uzenzele* newspaper to increase the print-run and distribution of the newspaper in the last quarter of the financial year

Although the department received additional financial injection during adjustment budget period, National Treasury did not cover the wage increases of SMS members, resulting in a virement of R4 million from Goods and Services to CoE. National Treasury accepted the R4-million virement to compensate SMS members' non-pensionable monthly cash allowance and a once-off pensionable salary adjustment of 1.5% of pay progression backdated to 1 April 2021, as well as usual CoE's deficit. Through Budget Committee and MANCO comments and deliberations, the subprogramme also assisted management in adhering to financial management controls and strengthening financial management systems.

The GCIS completed and filed three interim financial statements to National Treasury and the Office of the Auditor-General of South Africa (AGSA) within the required time frames. Our internal audit team, Audit Committee, National Treasury, and the AGSA all received the 2020/21 AFS by 31 May 2021, as required by law. The subprogramme continually implemented and monitored the Audit Action Plan in order to resolve the shortcomings highlighted during the AGSA regularity audit and Internal Audit reports in the 2020/21 financial year.

The subprogramme was included in the monthly and QPR meetings of these entities as part of entity oversight to ensure that sound financial management controls and spending are aligned with government priorities, and that sound corporate governance practices are exercised and maintained at all times.

The delegated authority produced and approved the department's procurement and demand management plans, which were then presented to National Treasury within the deadline. The designated authority also devised and authorised the departmental sourcing strategy, which was then implemented throughout the financial year to give effect to the procurement plan. The procurement plan was reviewed every month by the CFO Control Forum, the BAC and the Budget Committee.

Within the time frame, the procurement plan quarterly progress reports were presented to National Treasury. According to the GCIS manual B-BBEE figures, R250,155 million went to black-owned businesses, R76,278 million went to women-owned businesses, and R51,693 million went to youth-owned businesses out of a total spending of R446,774 million. The rural economy received R12,225 million and the township economy received R32,010 million, respectively. At the conclusion of the year, 6 333 invoices to the value of R423,21 million out of the 6 607 invoices received were paid within 30 days, a rate of 95% versus the aim of 100%.

Since the advent of the COVID-19 pandemic, the subprogramme has assisted management in ensuring that the department complies with the Disaster Management Act, 2002 (Act 57 of 2002) procedures put in place to prevent the spread of COVID-19. This entailed purchasing conforming Personal Protective Equipment (PPE) – masks, sanitisers, disinfectants, face shields and so on – and ensuring that office buildings are disinfected and thoroughly cleaned

regularly in accordance with the OHS Act, 1993 (Act 85 of 1993). OHS/COVID-19 meetings were held regularly, and directives were given to combat the spread of COVID-19 and to keep GCIS personnel informed about preventative measures.

Challenges

Since the outbreak of the COVID-19 pandemic, the department has had to restructure its budget to make room for PPE, face shields, disinfection and deep cleaning of the building. The COVID-19 nationwide lockdown, water shortages, processing days lost due to unavailability of financial systems and remote working restrictions provided a severe difficulty for the department, resulting in only 5% of invoices (295 invoices worth R23,566 million) being not paid within 30 days. The payment processes were hampered by the closure of the facility or the isolation of SCM officials owing to COVID-19 exposure.

The department lost a significant number of processing days since some of the payment procedures were not fully automated and other transversal financial systems were inaccessible outside of the LAN/WAN environment. To address the issue of not paying suppliers within 30 days, the subprogramme is rolling out an invoice tracking system in conjunction with IM&T to overcome the issues faced during the COVID-19 nationwide lockdown. Furthermore, the transversal systems must be flexible and dynamic enough to adapt to the particular circumstances provided by the COVID-19 pandemic and other disturbances, as well as comply to the 4IR regime and new working methods.

It must be emphasised that the future GCIS will require a large capital budget in order to expedite digital transformation technologies and ensure that the department stays relevant, nimble and productive in the face of the 4IR regime and other shocks. To expedite digitisation/digital transformation and guarantee the GCIS remains relevant, flexible and productive under the 4IR regime, a digitised GCIS requires a major capital input of roughly R39,9 million during the MTEF period.

As a result of the Infrastructure assessment process, several financial deficiencies have been identified, and funding is urgently needed to ensure that the department's systems do not collapse and become dysfunctional, which could have a negative impact on the entire government communication system.

Province and district offices, which represent the face of government at the provincial and district levels and are important to the District Development Model's (DDM) implementation, require urgent system changes, including the installation of at least Wi-Fi capabilities in all offices to increase connectivity. Although an additional budget request was filed to National Treasury, the improvement of important infrastructure items and bandwidth was not possible due to fiscal restrictions.

Owing to the nature of the department's operations, the State Security Agency (SSA) and South African Police Service (SAPS) conducted security audits that focused on both physical and information security to identify risks and risk assessments in the GCIS offices. Some of the SSA and SAPS proposals

had cost ramifications for the department and were expensive. However, safeguards are in place to ensure that security breaches in our offices are kept to a minimum.

Subprogramme: Internal Audit

The primary role of Internal Audit – working alongside amongst others, the Risk Management, the Legal and Compliance units, as well as the Auditor-General – is to assist management entrench the culture of good governance, risk management and control so that the primary role of the GCIS, as enshrined in the Constitution of the Republic of South Africa of 1996, is realised.

During the reporting period, in line with the approved Internal Audit Activity (IAA), it was critical that Internal Audit helps drive the digitisation as well as the automation of some of the key business processes (value-chains), in response to the emergence of what is now commonly referred to as the information age (4IR era) and the advent of crises such as the COVID-19 pandemic. As a result of some of the audits done during the year under review, there has been a greater shift towards digitisation of records, as well as the adoption of new technologies in the way government engages with its stakeholders.

With these changes came the opportunity to audit remotely, enabling access to the portfolio of evidence remotely, while at the same time highlighting the related risk of cybercrime. Further details with regard to the work of Internal Audit is covered under Section C: Governance of this Annual Report.

Table 2.4.4.1: GCIS Final APP Tabled in March 2021**Outcomes, outputs, output indicators, targets and actual achievements**

Subprogramme: Strategic Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	*Actual Achievement 2021/22 until date of retabing	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Sound corporate governance	Unqualified Audit Opinion	Unqualified Audit Opinion obtained	–	–	Unqualified Audit Opinion obtained	Unqualified Audit Opinion obtained	None	None

Subprogramme: Human Resources								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	Actual Achievement 2021/22 until date of retabing	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Sound corporate governance	Vacancy rate of no more than 10% against the approved organisational structure maintained	Vacancy rate of no more than 10% against the approved organisational structure maintained	Vacancy rate of 10.49% against the approved organisational structure was maintained	Vacancy rate of no more than 10% against the approved organisational structure maintained	Vacancy rate of no more than 10% against the approved organisational structure maintained	Vacancy rate of 6.74% against the approved organisational structure maintained	None	None

Subprogramme: Information Management and Technology								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	Actual Achievement 2021/22 until date of retabling	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Sound corporate governance	Availability of IT infrastructure and systems	Number of governance reports on the availability of IT infrastructure and systems presented to the Audit Committee	–	–	Four governance reports on the availability of IT infrastructure and systems presented to the Audit Committee	Four governance reports on the availability of IT infrastructure and systems presented to the Audit Committee	None	None

Linking performance with budgets

Programme 1: Administration

Subprogramme expenditure

Subprogramme Name	2021/22			2020/21		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Departmental Management	6 898	6 824	74	8 960	8 513	447
Corporate Services	60 648	60 276	372	55 072	54 100	972
Financial Administration	41 288	41 164	124	38 642	38 398	244
Internal Audit	10 509	10 440	69	9 774	9 774	-
Office Accommodation	70 779	70 779	-	67 006	67 006	-
Total	190 122	189 482	640	179 454	177 791	1 663

Strategy to overcome areas of under-performance

Not applicable

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

Not applicable

Reporting on the Institutional Response to the COVID-19 Pandemic

The GCIS had to ensure business continuity during the lockdown periods that were a result of COVID-19 regulations. In doing so, employees had to work remotely and virtual platforms had to be used for meetings and engagements with stakeholders. The department had budgeted R1.182 million for data costs of which R1.150 million was spent on data cards whereas R32 000 was spent on data allowances for employees using their own data cards or home Wi-Fi.

In addition, the department spent R361 000 on Zoom licences to enable the hosting of virtual meetings with external stakeholders. Furthermore, to enable working remotely, desktops that had reached their end of lifespan were replaced with laptops.

The department has an OHS/COVID-19 programme in place. The DG appointed the OHS/COVID-19 Committee in writing for the 2021/22 financial year, which includes GCIS provincial offices. Some of their duties include OHS inspections, COVID-19 compliance measures and conducting evacuation drills.

The DG appointed the COVID-19 Compliance Officer to implement and ensure compliance with the COVID-19 safety compliance measures as per Department of Health and Department of Employment and Labour (DEL) instructions notes. The Compliance Officer conducted inspections to all GCIS buildings and developed risk assessments per building. The DG approved the OHS/COVID-19 Policy for the 2021/22 financial year to cover COVID-19 measures at the workplace.

The CFO made funds available to procure PPE to protect staff members, community and all GCIS stakeholders. The Compliance Officer continues to conduct COVID-19 awareness to encourage compliance and save lives. The OHS/COVID-19 Committee members were trained on OHS and COVID-19 matters. The department spent R1.457 million to procure PPE for the period under review.

This includes decontamination of the GCIS buildings, including deep cleaning provincial and district offices, procuring cloth masks and sanitisers for staff, COVID-19 office screens and digital thermometers. The OHS/COVID-19 Committee has been encouraging staff to vaccinate by giving them time off for vaccination appointments. About 126 staff submitted their vetting certificates to HRM as a proof of vaccinations.



Table: Progress on Institutional Response to the COVID-19 Pandemic

Subprogramme: Information Management and Technology								
Budget Programme	Intervention	Geographic location (Province/District/local municipality) (where possible)	No. of beneficiaries (where possible)	Disaggregation of beneficiaries (where possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the outputs in the APP (where applicable)	Immediate outcomes
Administration	COVID-19 measures	Head office, nine provincial offices and district offices	GCIS total staff complement		1.5 million	1.45 million		To promote healthy and safety measures for GCIS workplaces
					1.2 million	1.182 million		Data costs for employees to access emails, attend meetings and perform their duties
					R0	R361 000 (reprioritised from internal budget)		Zoom licences paid to host virtual meetings with external stakeholders

4.2. Programme 2: Content Processing and Dissemination

Programme purpose	Provide strategic leadership in government communication to ensure coherence, coordination, consistency, quality, impact and responsiveness of government communication.
Outcomes	Informed and empowered citizens.
	Transformed mainstream print and digital media, advertising and community media.

The programme's functions are organised into the following three subprogrammes:

- **Products and Platforms** develops content for the GCIS. Funding for the subprogramme will be used for writing assignments; language services for products that require translation, editing and proofreading content; managing the development of government and departmental/provincial websites; and the production of government publications.
- **Policy and Research** conducts research through independent service-providers to assess how government should address the public's information needs in a targeted manner. It also monitors media coverage of issues affecting government and the country. It further provides an analysis on how the media interprets government policies and programmes; formulates policy proposals where it is required and assesses public perceptions in relation to government performance. The chief directorate has been responsible for the development and implementation of the communication policy which sets norms and standards of communication.
- **CSA** provides media bulk-buying services and media production services to government. It also develops distribution strategies for all government communications and oversees distribution services outsourced to service providers. The chief directorate manages national government's corporate identity. It further provides marketing and distribution services for the GCIS and other government departments.

- **Entity Oversight** monitors the implementation of policies by state-owned enterprises (SOEs), and provides guidance and oversight on their governance matters.
- **Media Policy** conducts research and develops print media, new media and communication policies.

Outcomes, outputs, output indicators, targets and actual achievements

The 2021/22 financial year dawned just two months after the arrival of the first COVID-19 vaccines on a flight from India.

This touchdown on 1 February 2021 triggered a range of short- and medium-term actions by government, which demanded communication support on an unprecedented scale and on unprecedented content matter.

It also demanded that content be as impactful with communities on the periphery of the information economy, as it was with organised formations in society – business, labour, faith-based communities and others – and with individuals and stakeholders abroad who had an interest or interests, in South Africa.

These demands weighed heavily on the Branch: Content Processing and Dissemination whose operations included:

- **Policy and Research**, which is responsible for testing public opinion; scanning the media environment daily and alerting the GCIS, The Presidency and departments to key issues in the public space; developing communication strategies and plans and short-notice key messaging, as the pandemic and other priorities changed shape during the year.
- **CSA**, which manages bulk-buying of media space and airtime on behalf of government, including advertising placements online, out of home and on broadcast and print platforms. This chief directorate also includes Media Production, a small and stretched team that documents audio-visually the daily

activities of the President, the Deputy President and Ministers, where possible, as part of projecting implementation of the priority programmes of the administration.

- **Products and Platforms**, which is responsible for the government newspaper, *Vuk'uzenzele* and *PSM* magazine; digital platforms including Twitter, Facebook, www.gcis.gov.za and the government-wide aggregator, www.thepresidency.gov.za, as well as the government online news agency, www.sanews.gov.za, and the production of the encyclopedic *South Africa Yearbook* (SAYB) and *Official Guide to South Africa*.
- **Entity Oversight**, which champions transformation and development of the media sector, as well as government support for the growth of this contributor to the economy. This component of the GCIS also provides oversight of Brand SA, the entity tasked with managing South Africa's reputation and investment standing globally.

These operations were brought to bear during the year under review on:

- The public education campaign around COVID-19 safety;
- The new communication imperatives around assuring the public about the safety of vaccines and encouraging the nation to take up this life-saving opportunity;

- Spelling out COVID-19 protocols to international audiences on our online platforms;
- Profiling progress in implementation of the ERRP, including the President's visits to various industrial facilities associated with the South Africa Investment Conference (SAIC);
- Covering a range of official funerals of prominent South Africans, where the President officiated;
- Providing technical support for the President's online participation in high-level meetings nationally and globally;
- Covering the President's participation in events around the region, continent and elsewhere in the world, as international bodies reopened offices and convened physically;
- Covering government's response to the July 2021 unrest in KwaZulu-Natal and Gauteng;
- Profiling progress on projects led by Infrastructure South Africa;
- Covering the destruction of Parliament by fire a day after the President delivered the eulogy at the funeral of Archbishop Emeritus Desmond Tutu;
- Covering the first Leave No One Behind Izimbizo led by President Ramaphosa, as well as Human Rights Day on 21 March 2022.

These activities supported work done by the sister Branch: Intergovernmental Coordination and

Stakeholder Management, which coordinated the government-wide communication system and built communication partnerships with other sectors of society.

The Branch achieved annual targets under challenging conditions, which included increased workloads as the content focus broadened; financial constraints which threatened to morph from "more with less" to "less with less", and shifts in staff levels as lockdown regulations governed office attendance.

In psychosocial terms, the Branch was affected by illness and isolation among staff members, as well as the impact on staff members of illness and death in social circles, including immediate family.

Committed and resilient teams stayed the course, however, and contributed in ways that ensured government could effectively inform and engage with citizens and stakeholders in the country as well as audiences globally on whose visits and investments the country remained dependent.

Subprogramme: Products and Platforms

News Services

Coverage from the government news agency www.sanews.gov.za has been strategically focused on disseminating information related to the COVID-19 pandemic during the reporting period, keeping the public informed every step of the way on developments related to the pandemic.

The public has a hunger for information related to the South African Social Security Agency grants, and in the wake of the COVID-19 pandemic, more especially on government interventions to assist the poor, such as the Social Relief of Distress Grant. These type of SAnews stories, which have garnered more than a million views, show that the public sees the agency as a reliable and informative source of information.

Besides the strategic coverage of government's vaccine roll-out programme, the agency's focus is also on government's ERRP. This has been captured by on-the-ground coverage by means of video footage, videos, pictures, interviews with recipients and stories. The strategic thrust of coverage has been a visual show-and-tell of how government aims to rebuild the economy in the midst of the COVID-19 pandemic.

The SAnews Twitter account is used as a strategic dissemination tool, as part of government's social media arsenal to keep the public informed.

Content Development

The annual online SAYB and *Official Guide to South Africa* publications, which provide a comprehensive account of the socio-economic and political well-being of the country, seek to appeal to potential tourists and investors alike.

The Directorate: Content Development has been at the forefront of translating various communication material on COVID-19 into all official languages, in fulfilment of the constitutional obligation and requirements of the UOLA of 2012.

In addition to providing editing and proofreading services to the department, the unit also produced information leaflets to promote public awareness of COVID-19, particularly on the prevention of the spread of the virus.

Vuk'uzenzele



Vuk'uzenzele is a government newspaper that focuses on communicating government programmes and policies including socio-economic opportunities created by government programmes, and how to access these opportunities.

The newspaper covers among others:

- government service-delivery projects;
- practical information on how to access these opportunities created by government programmes;
- government programmes and campaigns in all spheres of government;
- updates and developments on the five key priorities of government, including the Infrastructure Development Programme;
- community development initiatives;
- public-private partnership campaigns;
- paid-for public sector recruitment vacancies, tenders and notices;
- international relations and perspective features;
- sport and light entertainment features.

It has a print run of 850 000 copies per edition and distributed in all nine provinces, in large part door-to-door in deep rural, rural and peri-urban areas.

The newspaper is partly published in all official languages. It is a free publication published twice a month on the 1st and the 15th of each month with the exception of December and January, which is published as one combined edition. It now carries paid-for public sector vacancies, tender and notices.

The newspaper is also published in Braille for the visually impaired groups and individuals with the web-version of the newspaper available through the website catering for those with access to the internet. The newspaper can also be accessed by downloading the VukApp on a mobile phone.

Follow *Vuk'uzenzele* on Twitter @VukuzenzeleNews

Like *Vuk'uzenzele* on Facebook.



The directorate works closely with internal services like the South African Government News Agency, Marketing and Distribution, Research and Knowledge Management, Cluster Coordination and Content Development units. It also has extensive contact with different government departments and SOEs on campaigns and current news.

The *PSM* magazine, which is published monthly online, is aimed at middle and senior managers

in the public sector. It is intended to meet the information needs of managers in government, SOEs and Chapter 9 institutions. The core focus of the magazine is to showcase the good work that is produced by the workforce in the public sector. It also serves as a platform to share knowledge, best practices and innovations within the public sector. The online magazine is the only one of its kind catering for public sector/government managers and is published under the pay-off line: The magazine for public sector decision-makers.

The online magazine carries and features among others: articles and information on various topics including some of today's most pressing public sector topics, from human capital and technology to finance and procurement columnists, need-to-know features, interviews with political principals and senior public sector officials, profiles of government and public sector executives, examples of public sector innovation and some lifestyle articles include business travel, leisure travel, vehicles, food and drink, style, real estate and health, and latest conferences and exhibitions, and including other significant upcoming events in the public sector.

Digital Media

The drive towards the use of online and digital media continued as the communication shifted from COVID-19 to the vaccination drive. The government website, www.gov.za, remained the driving force in the dissemination of information on all government programmes and functions as well as the drive to vaccinate the nation.

The official social media channels also played a vital role in sharing information as well as engaging with citizens on issues raised. The social media channels were also successfully used to amplify and share the messages of directorates within the GCIS and also external departments.



Subprogramme: Policy and Research

As part of building a capable state within the GCIS and across the government-wide communications system, the department's activities were informed

by continuous assessment of the communications environment, public opinion research, research analysis and further roll-out of the G-CET, which holds a developmental mirror to the performance of national departments in the communications space.

The GCIS has adopted scientific communication methods to ensure that government messages resonate with South Africans. Research, media analysis and monitoring and evaluation are part of a suite of tools being used to inform communication strategies and campaigns. This includes providing content analysis reports for The Presidency, which has been at the forefront of communicating on the global pandemic.

Knowledge Management is a contributor in the work of the GCIS towards meeting its mandate. It focuses on harvesting and sharing relevant information that contributes towards capacitating communicators. This includes the development of strategic communication strategies which include the NCSF. The provision of information and knowledge management services also serves GCIS projects through the provision of research insights.

Through research that includes public perception analysis and media monitoring, the department is able to assess how government fulfils the information needs of the public.

The reports provide communication intelligence to communication clusters on public perceptions of government priorities, which enables them to understand how citizens respond to programmes.

During the period under review, the GCIS's Research unit conducted a nationally representative quantitative research study in support of the COVID-19 integrated communication efforts. The study was conducted from 28 May to 30 June 2021 amongst 2 000 South Africans across all nine provinces. Findings from the research enabled the National COVID-19 Communication Committee (NCCC) to adapt the COVID-19 communication strategy based on identified needs and communication gaps of South Africans.

Findings further showed that South Africans' willingness to vaccinate was high (67% willingness) however, vaccination statistics from the National Department of Health indicated a low vaccination uptake. This triangulated research analysis prompted GCIS research to embark on a qualitative study from 18 October to 4 November 2021 with the objective of investigating citizens' reasons for vaccination hesitancy.

To ensure that other government priority areas are still being prioritised in the midst of the pandemic, the unit commissioned a qualitative ad-hoc study in January 2022 to investigate public opinion on key government priority areas. Findings from this study were shared with The Presidency's communication team and were used to inform the current Presidency Communication Strategy. In addition, the GCIS Quantitative Tracker research fieldwork was conducted in January 2022 to early-April 2022 to ensure that key priority areas of government continue to be monitored.

Monitoring and evaluation dashboard reports on communication in government are premised on a wealth of data which are analysed to provide insights on the performance of the government communications system. The department continued to monitor performance of communication in government communication units. Various departments at national level reported on the G-CET, which was developed to monitor communication in government and aims to strengthen communication.

From a wide range of communication platforms and services over the 12 months, the communication platforms delivered almost 51 498 communication outputs – contributing to behaviour change in South Africa. These included about 17 339 tweets, 10 529 Facebook posts, 2 116 radio interviews, 610 radio adverts, 832 outreach activities and 254 community media placements, all on COVID-19.

The development and dissemination of key messages serve to influence a better understanding of the work of government to improve the lives of citizens.

These have been supplemented with opinion pieces which influence the media agenda by ensuring a more elaborate presentation of facts and information to ensure that South Africans remain informed on the collective efforts by government and all stakeholders to improve their lives, including addressing the triple challenge of inequality, poverty and unemployment.

Monitoring and evaluation as well as media content analysis was done to inform strategies for various communication programmes. Daily media analysis

reports during the February 2022 SoNA tracked issues to enable the development of prompt communication interventions. Analysis of coverage on The Presidency and the priority areas was done quarterly and additional reports were done following a number of the addresses by the President to the nation. Media analysis was further done on the 2021 LGE to inform communication planning and interventions, and further on the COVID-19 vaccination roll-out to track emerging trends and issues.

Subprogramme: CSA

During the period under review, the Directorate: Media Production continued to provide critical audio-visual support to The Presidency by documenting the work done by the two political principals as per the Programme of Action (PoA). In addition, the unit was instrumental in extending the efforts by The Department of Health in the fight against COVID-19 through the implementation of a vaccine roll-out campaign encouraging citizens to get vaccinated.

The content, amongst others, focused on government's response to COVID-19 and the benefits of getting vaccinated and various other initiatives and programmes/projects that promoted the ERRP.

As a result of the National State of Disaster, due to COVID-19 regulations, less requests for video coverage were received. There was a significant increase in requests for the production of videos. The target for photographic coverage was achieved and the targets for graphic designs and radio products were far exceeded as a result of the regulations.

Radio was the most effective and cheapest communication channel to get information to the citizens as it reached them in their living rooms and cars therefore showing a significant increase in requests for radio products and services. More events were hosted via virtual platforms in the form of webinars and various online meeting platforms which required more artwork to promote them, hence the significant increase in the number graphic designs completed.

A total of 48 clients approved 311 media-buying campaigns for various programmes and services in the 2021/22 financial year. The cost of advertising was R338 092 669,96, of which clients paid R269 329

596,69 and benefitted from R68 763 073,27 savings (average saving achieved was 20%). Out of the 311 approved campaigns, 265 were implemented (85%), 23 ongoing campaigns (7%), 16 approved campaigns (5%) and six campaigns that were cancelled (2%).

The campaigns focused on government's response to COVID-19 and the benefits of getting vaccinated and various other initiatives and programmes/projects that promoted the ERRP, the fight against GBVF, recruitment and various other awareness campaigns focusing on educating citizens about government programmes.

Media Buying also implemented the vaccine roll-out campaign on behalf of government with a budget of R50 million. The campaign was implemented on radio, TV, online, social media and outdoor platforms.

Challenges

Media Production

The number of services offered by Media Production are too many, with insufficient HR capacity to provide all the services based on the requests received. The video archive system went offline during October 2021 and is still not repaired due to software installation issues. The system is more than 11 years old and was never upgraded. The system is still currently undergoing repairs and it was envisaged to be resolved by end of June 2022.

Owing to the significant amount of requests, equipment could also not be upgraded during the reporting period and this may lead to equipment failing due to age.

Internet connectivity off-site and internally also led to some disruptions. Space (servers) to save all the evidence was not accessible remotely and officials using MacBooks are unable to access SharePoint remotely as it is not compatible.

Staff were also overworked with little to no time to take time off. It is proposed that the structure, number of services and clients be reviewed to align with the HR capacity the unit has.

Subprogramme: Entity Oversight

Through the entity oversight function, the GCIS is the shareholder representative for government on the state-owned companies in its portfolio. The GCIS's mandate is to fulfil oversight responsibilities at MDDA and Brand SA to ensure that they contribute to the realisation of government's strategic objectives, as articulated in the National Development Plan (NDP), the MTSF.

The Chief Directorate: Entity Oversight has been providing support to the Executive Authority in exercising oversight on public entities. The focus for the chief directorate in the financial year under review has been to strengthen the capacity of the entities to effectively deliver on their public mandates.





State-owned companies are crucial to driving the State's strategic objectives of creating jobs, and enhancing equity and transformation. The department does not directly execute programmes but seeks to use state ownership in the economy to support the achievement of these objectives.

Through the support given by Entity Oversight in the form of holding QPR sessions, DG/CEO engagements, CFO meetings and company secretaries' meeting, the department seeks to ensure that there is governance and accountability; that boards are increasingly accountable for the financial and operational performance and repositioning of SOEs through governance agreements.

The chief directorate has been monitoring the implementation of marketing and branding, and community media plans.

The engagements were in the form of holding QPR sessions, DG/CEO engagements, CFO meetings and company secretaries' meetings. The purpose of these forums was to strengthen the oversight of the entities. These forums assisted in regulating the relationship between the Executive Authority and the entities, in particular outlining the principles, and structures of how the Minister exercises oversight over the entities and how the entities comply with governance prescripts.

Subprogramme: Media Policy

During the 2021/22 financial year, the Minister in The Presidency appointed and launched the inaugural B-BBEE MAC Sector Council.

The main function of council is ensure that transformation in the MAC sector (including JSE-listed companies) is promoted, monitored and reported through the Annual Transformation Report tabled before the Minister in The Presidency, the Department of Trade, Industry and Competition (**the dtic**), the B-BBEE Commission and the Presidential Advisory Commission on B-BBEE.

To this end, one of the strategic objectives of the GCIS is to ensure 'a transformed, print and digital media, advertising sector as well as community media'.

Further, the GCIS is mandated by the B-BBEE Act of 2003 to drive the seven pillars of the B-BBEE Codes (Ownership and Control, Management Control, Skills Development, Enterprise Development, Employment, etc.) through a Charter Council.

In the 2022/23 financial year, the council will focus on reviewing and aligning the 2016 Sector Code through public hearings and in order to align it with **the dtic's** amended Statement 003 issued for implementation in 2020.

- The implementation of the Sector Code by Council will ensure that empowerment of historically disadvantaged persons, including black people, with a particular focus to the needs of women, opportunities for youth and challenges for people with disabilities;
- Promote SMMEs in the sector;
- Ensure maximum adherence to the B-BBEE scorecards in all seven (7) elements of empowerment such as; ownership; management control; employment equity; skills development; preferential procurement; enterprise development and socio-economic development.

Table 2.4.4.1: GCIS Final APP tabled in March 2021

Subprogramme: Products and Platforms								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Informed and empowered citizen	Copies of <i>Vuk'uzenzele</i> newspaper	Number of copies of <i>Vuk'uzenzele</i> newspaper produced	19.35 million copies of <i>Vuk'uzenzele</i> newspaper were produced	14.45 million copies of <i>Vuk'uzenzele</i> newspaper were produced	15.3 million copies of <i>Vuk'uzenzele</i> newspaper produced	15.3 million copies of <i>Vuk'uzenzele</i> newspaper were produced	None	None
	Online editions of <i>Vuk'uzenzele</i> newspaper	Number of online editions of <i>Vuk'uzenzele</i> newspaper published annually	22 editions of <i>Vuk'uzenzele</i> newspaper were published	22 editions of <i>Vuk'uzenzele</i> newspaper were published	22 online editions of <i>Vuk'uzenzele</i> newspaper published annually	22 online editions of <i>Vuk'uzenzele</i> newspaper published annually	None	None
	Online <i>PSM</i> magazine	Number of online editions of <i>PSM</i> magazine published annually	11 editions of <i>PSM</i> magazine published	10 editions of <i>PSM</i> magazine published	11 online editions of <i>PSM</i> magazine published	Five online editions of <i>PSM</i> magazine published	Target underachieved by six	There were delays in appointing a service provider for the publication. No publications could be done from April to September 2022.
	An online edition of the SAYB	An online edition of the SAYB published annually	2018/19 annual edition of the SAYB was published	One online edition of 2019/20 SAYB published	One online edition of the 2020/21 SAYB published annually	One online edition of the 2020/21 SAYB published annually	None	None

	An online edition of the <i>Official Guide to South Africa</i>	An online edition of the <i>Official Guide to South Africa</i> published annually	2018/19 <i>Official Guide to South Africa</i> published annually and 40 000 copies of the <i>Official Guide to South Africa</i> were also printed	One online edition of 2019/20 <i>Official Guide to South Africa</i> published annually	One online edition of the 2020/21 <i>Official Guide to South Africa</i> published annually	One online edition of the 2020/21 <i>Official Guide to South Africa</i> published annually	None	None
	Language services requests completed	Percentage of language services requests completed	100% (1 724 of 1 724) language services requests were completed	100% (2 439 of 2 439) language services requests were completed	100% language services requests completed	100% (3 672 of 3 672) language services requests were completed	None	None
	Daily news updates	News updates on key government programmes and activities (excluding public holidays, weekends and holiday periods)	Daily news were updated on key government programmes and activities (excluding some public holidays, weekends and holiday periods): Stories published over quarter: 2 668	Daily news were updated on key government programmes and activities (excluding some public holidays, weekends and holiday periods): Stories published: 3 281	Daily news updates on key government programmes and activities (excluding public holidays, weekends and holiday periods)	Daily news updates on key government programmes and activities (excluding public holidays, weekends and holiday periods): Stories published: 3 487	None	None

	Updated website	Content updated daily on the <i>www.gov.za</i> website as per items received (excluding public holidays, weekends and holiday periods)	Daily content updated on the <i>www.gov.za</i> website as per items received (excluding public holidays, weekends and holiday periods)	Daily content updated on the <i>www.gov.za</i> website as per items received (excluding public holidays, weekends and holiday periods)	Content updated daily on the <i>www.gov.za</i> website as per items received (excluding public holidays, weekends and holiday periods)	Content updated daily on the <i>www.gov.za</i> website as per items received (excluding public holidays, weekends and holiday periods)	None	None
	Updated social media accounts	Updated social media accounts as per content received (excluding public holidays, weekends and holiday periods)	Daily updates on GCIS social media accounts were implemented (excluding public holidays, weekends and holiday periods)	Daily updates on GCIS social media accounts were implemented (excluding public holidays, weekends and holiday periods)	Daily updates on GCIS social media accounts implemented (excluding public holidays, weekends and holiday periods)	Daily updates on GCIS social media accounts implemented (excluding public holidays, weekends and holiday periods)	None	None

Outcomes, outputs, output indicators, targets and actual achievements

Subprogramme: Policy and Research								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Informed and empowered citizens	Reports on perception of government priorities	Number of cluster reports on perceptions of government priorities produced	Produced 10 cluster reports on perceptions of government priorities	Produced 10 cluster reports on perceptions of government priorities	10 cluster reports produced annually	Produced 10 cluster reports on perceptions of government priorities	None	None
	Monitoring and evaluation G-CET reports on communication in government	Number of monitoring and evaluation G-CET reports on communication in government produced	–	Produced three monitoring and evaluation dashboard reports on communication in government	Four monitoring and evaluation G-CET reports on communication in government produced	Produced four monitoring and evaluation G-CET reports on communication in government	None	None
	Content analysis reports for The Presidency	Number of media content analysis reports for The Presidency produced	–	Produced four media content analysis reports for The Presidency	Four media content analysis reports for The Presidency produced	Produced four media content analysis reports for The Presidency	None	None
	Key messages	Percentage of requested key messages produced (excluding weekends, public holidays and holiday periods)	Produced 164 (100%) sets of key messages as per requests (excluding weekends, public holidays and holiday periods)	Produced 103 (100%) sets of key messages as per requests (excluding weekends, public holidays and holiday periods)	Produce 100% of key messages requested (excluding weekends, public holidays and holiday periods)	Produced 100% (89) sets of key messages as per requests (excluding weekends, public holidays and holiday periods)	None	None

	Opinion pieces	Percentage of opinion pieces produced (excluding weekends, public holidays and holiday periods)	Produced 79 (100%) of opinion pieces requested (excluding weekends, public holidays and holiday periods)	Produced 60 (100%) of opinion pieces requested (excluding weekends, public holidays and holiday periods)	Produce 100% of opinion pieces produced (excluding weekends, public holidays and holiday periods)	Produced 100% (33) of opinion pieces requested (excluding weekends, public holidays and holiday periods)	None	None
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Outcomes, outputs, output indicators, targets and actual achievements

Subprogramme: CSA								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Informed and empowered citizens	Approved media-buying campaigns	Percentage of approved media-buying campaigns implemented	88% of approved media-buying campaigns were implemented	76% of approved media-buying campaigns were implemented	50% of approved media-buying campaigns implemented	85% of approved media-buying campaigns were implemented	Target overachieved by 35%	There were more campaigns which were briefed, approved and implemented than anticipated. This was due to the fact that systems and processes currently in place within the unit and value chain now allow for the timeous implementation of campaigns.
	Photographic services	Number of photographic services provided per year	525 photographic services were provided	366 photographic services were provided	400 photographic services provided	512 photographic services were provided	Target overachieved by 28%	More requests were received than anticipated and shoots were also requested for virtual meetings/webinars/briefings, etc.

	Video services	Number of video services provided per year	750 video services were provided	581 video services were provided	550 video services provided	432 video services were provided	Target underachieved by 118 video services	Fewer requests received than anticipated. The video unit also had severe staff shortages since November 2021, which has impacted the number of programmes and events that could be covered by the unit
	Radio products	Number of radio products and services provided per year	271 radio products and services were provided	771 radio products and services were provided	400 radio products and services provided	699 radio products and services were provided	Target overachieved by 75%	Due to the lockdown restrictions and a limit on gatherings, there was an increase in requests for radio services as this was the most effective communication channel during those periods
	Graphic designs	Number of graphic designs completed per year	671 graphic designs were completed	636 graphic designs were completed	400 graphic designs completed	1 115 graphic designs were completed	Target overachieved by 179%	Due to more online and virtual events during the 2021/22 financial year there was a significant increase for graphic design services
	Marketing services	Percentage of approved marketing services requests implemented	Received and implemented 84 approved requests for marketing services (100%)	Received and implemented 41 approved requests for marketing services (100%)	100% of approved marketing services requests implemented	Received and implemented 100% (86 of 86) approved requests for marketing services	None	None
	Print products distributed	Number of GCIS print products distributed	24 print products produced by the GCIS were distributed (22 editions of <i>Vuk'uzenzele</i> newspaper, GCIS Annual Report and <i>Official Guide to South Africa</i>)	18 print products produced by the GCIS were distributed (17 editions of <i>Vuk'uzenzele</i> newspaper and GCIS Annual Report)	19 print products produced by the GCIS distributed (18 editions of <i>Vuk'uzenzele</i> newspaper and GCIS Annual Report)	19 print products produced by the GCIS were distributed	None	None

Outcomes, outputs, output indicators, targets and actual achievements

Subprogramme: Entity Oversight								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Sound corporate governance	Performance review and compliance monitoring report	Number of performance review and compliance monitoring reports submitted to the Minister	–	Eight performance review and compliance monitoring reports were developed	Eight performance review and compliance monitoring reports submitted to the Minister	Six performance review and compliance monitoring reports were developed	Target underachieved by two	The performance review and compliance monitoring reports (for both MDDA and Brand SA) for Q4 were only finalised after 31 March 2022

Outcomes, outputs, output indicators, targets and actual achievements

Subprogramme: Media Policy								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Transformed mainstream print and digital media, advertising and community media	Annual Transformation Report	Annual Transformation Report published as prescribed by legislation	–	MAC Charter Council was not established	Annual Transformation Report published	Annual Transformation Report could not be published as planned	Target underachieved by one	(a) The appointment of the MAC Sector Council members was only done (when MAC members were appointed and launched to the public) on 25 March 2022 (b) The delays in the appointment process have had a spillover effect to the Annual Transformation Report which is to be produced by the council

Linking performance with budgets

Programme 2: Content Processing and Dissemination

Subprogramme expenditure

Subprogramme Name	2021/22			2020/21		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Programme Management for Content Processing and Dissemination	2 603	2 562	41	2 711	2 342	369
Policy and Research	35 809	35 808	1	34 991	34 152	839
Products and Platforms	49 919	49 338	581	53 521	52 858	663
CSA	101 150	100 467	683	113 026	109 857	3 169
Entity Oversight	250 481	250 480	1	216 273	215 828	445
Media Policy	1 425	1 414	11	1 740	1 302	438
Total	441 387	440 069	1 318	422 262	416 339	5 923

Strategy to overcome areas of underperformance

1. Entity Oversight will work more closely with the Office of the Executive Authority to ensure that the performance review and compliance reports are finalised on time.
2. The indicator for video services has been rephrased to improve the articulation of the purpose of the service and what it seeks to achieve.
3. The appointment of the MAC Charter Council was concluded in March 2022. Processes in the 2022/23 financial year will be expedited to finalise the sector code that will form the basis of the Annual Transformation Report of the sector.
4. Management has committed to increase the number of publications in the second half of the financial year based on topics of interest and developments on key government programmes and projects.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

Not applicable.

Reporting on the Institutional Response to the COVID-19 Pandemic

The fundamental communication challenge in government's response to the public health threat of COVID-19 was to ensure that messaging was

as pervasive as the virus and that information was provided in as many variants as possible. In this context, the GCIS was allocated R50 million – the equivalent of just under R1 per citizen – to implement the Vaccine Roll-Out Campaign from April 2021 to March 2022.

For the purpose of the overall campaign and to ensure that the campaign was effective, the GCIS's Media-Buying practice recommended the use of TV, radio, social media, online and out of home. These were the main media platforms consumed by different audiences in the country and abroad.

The campaign targeted all segments of the population as defined by the GSM (Rooted Realists, City Seekers, Safely Suburban, Metro Mobiles and Cosmopolitan Capitals) and Media Buying ensured that the platforms used reached the targeted segments.

The campaign flighted on all African language stations, 16 commercial regional stations, five national stations, 116 community radio stations and four community TV stations.

The phased campaign featured on free-to-air and subscriber broadcast channels, with different age groups being targeted. The messaging for each phase was aligned to age cohorts to assure the nation of vaccine availability and stimulate uptake.

To further enhance reach, billboards and wall murals were used to communicate with people in spaces

where they were likely to circulate with lockdown provisions in place.

The total added value received on top of the negotiated discount was R6 216 006 across all the radio stations. The added value was in a form of online presence on station websites, social media posts, interviews and generic adverts.

On out of home, the department received added value worth R750 000 where content was flighted on 15 strategically located screens for a period of two months at R25 000 per screen.

TV added value was R4 500 250.00 received from the SABC and 256 free slots flighted across all SABC stations reaching an estimated 26 million viewers over the duration.

The total added value and discount received equals R30 166 256.00.

Table: Progress on Institutional Response to the COVID-19 Pandemic

Subprogramme: Information Management and Technology								
Budget Programme	Intervention	Geographic location (Province/District/Local Municipality) (where possible)	No. of beneficiaries (where possible)	Disaggregation of beneficiaries (where possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the outputs in the APP (where applicable)	Immediate outcomes
R50 million	COVID-19 Vaccine Roll-Out Campaign	Different audiences in South Africa and abroad	Not applicable	Not applicable	R50 million	R50 098 million	Number of approved media-buying campaigns	Successful roll-out of the COVID-19 vaccine communication campaign

4.3 Programme 3: Intergovernmental Coordination and Stakeholder Management

Programme purpose	Implementation of development communication, through mediated and unmediated communication and sound stakeholder relations and partnerships.
Outcomes	3.1 Improved relations with the media
	3.2 Well-functioning government communication system
	3.3 Informed and empowered citizens.

Subprogrammes

The programme's functions are organised into the following subprogrammes:

- **Media Engagement** leads and drives interaction and communication between government and the media. This subprogramme enables effective liaison between government, Cabinet and Ministers, senior government officials and the media. It manages ongoing media liaison services to government by providing government information; establishing, strengthening and maintaining working relationships with foreign media and independent media; and establishing relations with South African missions and parliamentary stakeholders with the view of disseminating government information and key targeted messages.
- **Cluster Communication** provides strategic communication, planning, coordination and support to clusters. It provides leadership and professional project management services for cluster communication campaigns.
- **PLL** ensures that the communication coordinating forums at provincial level are functional. The subprogramme implements outreach programmes to widen access of government programmes and policies by the public. It is also responsible for promoting Thusong Service Centres to the public, as well as ensuring that government departments send different print products and materials to these centres. The subprogramme also coordinates the Izimbizo programme of government in line with the DDM.

Outcomes, outputs, output indicators, targets and actual achievements

Subprogramme: Media Engagement

The chief directorate managed to sustain weekly proactive media engagement activities that are focused on the thematic areas of GBVF, ERRP, anti-corruption and youth opportunities. In the period under review intensive media engagement focus was on preventing the spread of the COVID-19 virus, but also promoting the uptake of vaccines as the best preventative measure to fight the virus. Members of the media across both commercial and community sectors as well as broadcast, print and online made an immeasurable contribution to raising awareness of Vooma Vaccination weekends as well as covering numerous events of government and social partners, including webinars, in this national effort.

The webinars have attracted significant live coverage on various TV platforms and online media. Media engagements in the 2021/22 financial year were enriched by hosting them with government departments and various NGOs such as Digify Africa and Agape Youth Movement, Media Monitoring Africa and the National Press Club.

Domestic Media Engagement also managed to roll out a successful partnership with the SANEF to on-board members of the media for the COVID-19 vaccination drive.



A new partnership has been formed with the AIP to host webinars in indigenous languages and strengthen relations with community media. The partnership with the AIP will also expand platforms for placement of opinion pieces translated to indigenous languages as the focus has been on translations to isiZulu and isiXhosa.

Sustained strategic support and advice is maintained to the government communication system through the Media Liaison Forum which is coordinated at least quarterly. The forum comprises media liaison officers (MLOs) or spokespeople of members of the National Executive, as well as Premiers and spokespersons of key entities and agencies where applicable.

This plays a significant role in ensuring coordination and coherence between Ministries and departments in their communication work with the media.

Integration of social media platforms to media engagement have increased reach as the Domestic Media Engagement directorate has livestreamed the majority of webinars hosted and it also hosted Twitter spaces to expand audience reach of government messages.

The directorate has also strengthened the management of issues that have reputational implications on the work of government. This was achieved through the mobilisation of all communicators in the government communication system. Through the adoption of online communication platforms such as Zoom or MS

Teams on a daily basis, there is a significant increase of participation where robust discussions unfold.

The daily communication environment meeting has benefitted communicators across the three spheres of government and has enabled a more collaborative, coherent and proactive communication response across government on urgent issues. This has improved the decision-making cycle, keeping the voice of government at the centre of the dialogue with the public, social partners and enables a better response to issues in the environment.

It further allows national communicators more clarity to deal with departmental issues with deeper understanding and enables the line-function departments to employ different communication tactics. The daily messages are shared across the government communication system, and through the GCIS provincial offices, to a database of about 10 000 stakeholders. The daily messages equip citizens with critical information on the State's priorities and programmes.

In supporting government's business in Parliament, the Directorate: Parliamentary and Media Liaison has continued to establish and maintain key relationships with various stakeholders in Parliament, including the administration of Parliament, Members of Parliament (MPs), executive members of Cabinet, senior government officials and the parliamentary. The directorate has fully updated methods of dissemination of government related information to

key stakeholders. Since COVID-19, Parliament has used a hybrid model to engage with government and related stakeholders. Following the devastating fire in Parliament, this model of engagement will continue in future. The directorate has continued to adapt its services to the hybrid model of engagement using both physical and virtual communication techniques to support government communication needs in Parliament. It will continue to support the system by disseminating government information to MPs and public groupings through its established networks of stakeholders, including MPs, civic organisations and other partners.

The GCIS international media unit increased its activities on three main priorities central to the NDP: Vision 2030 and more specific contributions towards the MTSF 2019-2024. The media footprint increase is well recorded in the African publications on Social Cohesion and Economic Recovery Communication. The Africa focus programme includes the celebration of African leaders and their contribution to the freedoms of Africans and the realisation of a Free Press on the continent.

The successful op-ed strategy has borne fruit and increased the voice of the Cabinet Spokesperson Williams and publicised the decisions of the Cabinet that affect African citizens. Through the GCIS Africa Webinar Series, South Africa champions the conversations that inform, build and give African citizens insights and valuable information. The programme attracted world thought leaders from the

UN, including a South African politician and former UN official who served as the Executive Director of UN Women with the rank of Under-Secretary-General of the UN.

The South African Government's voice is a significant influencer in the Southern African Development Community (SADC) region through the SADC Media Awards. These awards were established in 1996 to recognise the best media work in disseminating information on SADC to support the process of regional cooperation and integration in the region. The prestige of these awards has grown over the years under the secretariat of the GCIS.

Dean of the Diplomatic Corps, Ambassador Bene M'poko, congratulated the work of the GCIS and its leadership on the role of communications and encouraged journalists that participated in the competition to be true to the significance of social cohesion programmes in the region. A highlight in the current period was a partnership with the Department of International Relations and Cooperation (DIRCO) in hosting the 2021 SADC Media Awards which saw South Africa scoop a regional award in the photographic category by seasoned South Africa journalist Mr Patrick O' Leary.

Another flagship programme of the Directorate: International Media is the Annual Communications Week, the South African edition of Africa Communications Week 2021. The week-long festival brought together communications professionals,

media, and African press attaches based in South Africa to deliberate on the theme: Changing perceptions on Africa: saving lives, saving livelihoods.

This practical week of learning, sharing and collaboration between African Press Attachés, media and communicators is about a continuous capacity building of communicators to influence and set the agenda on the African Development Agenda. The festival attracted critical voices from Africa's Editors Forum, the Spokesperson of the AU on communications, Ms Ebba Kolonzo, the watchdog's civil organisations, the media monitoring, and the SABC.



The GCIS has improved its international media relations, and this was witnessed on several occasions, with the unrest of July 2021 in South Africa being an example.

The vast international media opportunities South Africa received and the coverage that changed the negative narrative showcasing South Africans working together to combat this were remarkable.

The international programme covered many global events, including the Dubai Expo 2020, the COP26 and the SAIC. This global coverage is estimated at over a hundred million rands on the tier one media groups such as Bloomberg, CNN, Sky News, Ghana Broadcasting, Kenya TV, Voice of America, CGTN, BBC, and BRICS TV Al Jazeera.

The AU member states across the globe curated webinars that continually changed the attitudes and behaviour on health issues, heritage and cultural, economic issues, and developmental issues in science and technology. Today the voice of the South African Cabinet is printed and published in more AU member states through the op-eds that are penned by the DG, Ms Williams, and distributed by the Directorate: International Media Engagement.

Emanating from President Ramaphosa's chairship of the AU Commission in 2020, the GCIS has fostered extensive media networks across the continent and the multiple language zones in Africa. Through virtual media webinars and solid one-on-one interactions with

media practitioners, the database of African partner media and media formations has grown phenomenally and resulted in many op-ed placements in prominent continental publications and media houses. In the last year, also through a partnership with the Industrial Development Corporation of South Africa, the GCIS conducted the Africa Media Tour, bringing influential journalists from West Africa, East Africa, and Europe to witness and cover the SAIC.

The advent of the internet has fundamentally changed how international communities communicate, socialise, learn, work, participate and manage perceptions. While this has presented significant opportunities to exercise the right to freedom of expression, the plurality of voices and access to information, it has also given rise to many incumbent and unique challenges regarding disseminating information online.

This disinformation is of particular concern when the publication of false information infringes the rights of one or more persons, including dignity and reputation. The capabilities of the international unit on fact-checking and combating disinformation are becoming a speciality and have resulted in continuous requests to assist other departments and media houses in South Africa.

However, the International Media unit still lacks resources in personnel and the budget to travel and improve its support on the outbound programmes of the country. However, efforts to mitigate this are underway through a strengthening of partnership initiatives with Brand SA.

Subprogramme: Cluster Communication

The Cluster Coordination units in the GCIS achieved all targets for the output indicators for each programme in the financial year under review. The pursuit of a well-functioning government communication system was underpinned by two successful engagements with departmental and provincial Heads of Communication (HoCs). The engagements are a strategic platform where HoCs from national, provincial and local spheres of government to convene and deliberate on priorities of SoNA such as COVID-19, Anti-Corruption, ERRP and GBVF.

The units facilitated government system-wide communication through regular Communication Committee meetings of clusters, as well as the sharing of communication toolkits and issuing of key messages to ensure that government speaks with one voice. The units also held thrice weekly meetings with all national communicators on issues such as COVID-19 and the July 2021 unrests.

The clusters ensured that communication is aligned, coherent and proactive. It represented communicators in DG Cluster meetings, assessed and planned for the communication implications of issues arising from Cabinet, DGs' Clusters and Rapid Response. The clusters prepared communication reports for DGs' Cluster meetings, which were presented by Communication Cluster chairpersons. In addition the cluster teams ensured regular engagements with government communicators for the purposes of planning, strategising, campaign management and

review (e.g. Fora, communication cluster meetings, ICFs, project planning, etc.)

Furthermore, Cluster Coordination unpacked these priorities through annual Cluster Communication Programmes (CCPs). In implementing the CCPs, the cluster conducted a series of media tours to critical infrastructure projects as well as companies that have invested in South Africa since the investment drive was initiated by President Ramaphosa in 2018 as a flagship initiative of the sixth administration. Examples of the infrastructure projects profiled include the Welisizwe Rural Bridges programme in KwaZulu-Natal and Eastern Cape, as well as the Musina outer ring road in Limpopo.

The GCIS also showcased the forestry, poultry as well as the sugar master plans and supported a number of land handovers to claimants. Through these media tours the GCIS showcased jobs for beneficiaries, enterprise development and contribution to growth in the local economy. The emphasis was on women and youth. The department collaborated with the National Prosecuting Authority (NPA) on encouraging youth with legal training to join the Aspirant Prosecutor Programme. It also partnered with the DPSA on educating the public on how to apply for a government job using the Z83 form.

Anti-Corruption

The Cluster Coordination team worked through the anti-corruption campaign, communicated successful arrests, recovered misappropriated funds and criminal

prosecutions. In addition it was active in educating and discouraging the public from participating in acts of corruption. The issue of corruption has become a challenge to service delivery, which is important for our anti-corruption to also encourage public, business and government employees to blow a whistle on suspected corruption.

Some of the major outputs in the period under review include an activation on Anti-Corruption Day, development and dissemination of posters and other information material in departments, the Health Sector Anti-Corruption Forum webinars as well as engagements on whistle-blowing.

COVID-19 and Vaccination

Cluster Coordination worked closely with the Department of Health in combating and fighting the spread of the COVID-19 pandemic. It ensured that government interventions against COVID-19 were coordinated at all levels. The COVID-19 Communications Command (CCC) was established and ensured that there was strengthened coordination.

This platform met initially daily in the early part of the period under review but as lockdown levels lowered, met thrice weekly to coordinate all efforts of government departments in combating COVID-19 and communicating regulations and other measures announced regularly by the President in 'family meetings' with the nation. This was done in support of the NCCC as the overarching coordinating mechanism for the country's response.

The clusters also strengthened the partnership and better coordination between government, civil society and business through the NCP, which ensured that COVID-19 was tackled through society-wide partnerships. This partnership ensured that the message was cohesive.

The NCP assisted in ensuring that there was collaboration between government and members of civil society, and once campaigns were adopted they were implemented across the board by all stakeholders. The NCP also hugely assisted in mobilising various important sectors including the religious and faith-based communities, as well as traditional leaders, to play an active role in the vaccination campaign effort. It played an instrumental role in tackling myths about vaccination.

Cluster Coordination was also responsible for doing the overall communication work with regards to monitoring and devising strategies to combat the spread of COVID-19, and ensuring that government communicated a common message in dealing with the pandemic. It was also responsible for mobilising different sectors of society to be part of the communication campaign and effort. It organised various webinars and interactions where people from a wide spectrum of structures participated.

Clusters also ensured that communications was represented in all-important structures that managed the COVID-19 pandemic, and prepared weekly and monthly reports for tabling at National Joint Operational and Intelligence Structure meetings.

It acted as an anchor and conduit that represented the communication machinery across all spheres of government. It was also responsible for preparing the development of all Communication Work stream reports to the Inter-Ministerial Committee (IMC) on Vaccination chaired by Deputy President David Mabuza.

In this regard and in support of the IMC, Cluster Coordination played an instrumental role in conceptualising, developing and implementing a vaccination demand creation strategy, working in close collaboration with the Demand Acceleration Task Team established by the Department of Health. This partnership spearheaded the development of the Vooma Vaccination campaigns and the Return To Play campaigns as well as working on the Ke Ready Campaign.

These campaigns ensured that the vaccination drive was implemented seamlessly with targeted objectives firstly focusing on the 60 year olds and above, moving to other age groups and later targeting young people. The phased approach helped in ensuring that lives were saved, especially amongst the most vulnerable groups.

The Return To Play was successfully implemented with the Deputy President as the focal point of mobilising the sporting community to play a positive role in encouraging people to vaccinate so that soccer stadiums could return to normality.

Local Government Elections

The cluster also participated and led in processes that were geared towards the strengthening and deepening of our democracy. It led the development of a comprehensive LGE Strategy and monitored its implementation, thus resulting in the holding of peaceful, successful, free, fair and democratic LGE.

It supported the ID application and collection campaign for people who were first-time voters. The elections took place on 1 November 2021 and the Voter Registration Week was held on 18-19 September 2021. The IEC held a media briefing on Monday, 6 September and provided an update on the programme leading to elections through press releases, and statements and interviews.



Register to vote
17-18 July 2021
08:00 – 17:00

OVER 400,000 UNCOLLECTED IDs AT HOME AFFAIRS - COLLECT YOURS TODAY!
Apply for and Collect Your ID to Register and Participate in the Upcoming Local Government Elections
Monday – Friday: 8am and 3:30pm

SMS your ID number to 32810 (R1.00 per sms) or visit www.elections.org.za/MyIEC to get your registration status, voting station info and ward number.



The choice of the day to hold elections was a challenge, as for the first elections took place on a Monday, which meant a significant number of voters used the day as a long weekend and did not bother to go back and vote in the places where they had registered. The fact that there was one Voter Education Weekend also impacted on people registering for the elections.

The fact that elections were also organised at short notice also impacted negatively on their preparations. Government issued statements through Minister Nkosazana Dlamini Zuma welcoming the Constitutional Court decision opening candidates' nomination lists. The GCIS developed Government Communicators' Guidelines to outline how government communicators should conduct themselves during the elections. They also caution them of what can be done and what is not allowed as they participate in various activities as public servants.

SoNA

The clusters were instrumental in coordinating the implementation of a successful SoNA project, including the development of a coherent communication strategy, and the successful implementation of the SoNA and post-SoNA Cluster Media briefings. Despite the tragic burning of some parts of the National Assembly and the disruptive effects of that incident, the cluster still ensured that the coordination of SoNA in a new venue at the Cape Town City Hall became a success, without any major glitches.



STATE OF THE NATION ADDRESS
BY PRESIDENT CYRIL RAMAPHOSA

**19:00 | THURSDAY,
10 FEBRUARY 2022**
**CAPE TOWN
CITY HALL**

Catch it live on television,
radio and social media.

Follow us and participate in discussions on
Twitter Facebook Instagram @GovernmentZA #SONA2022




STATE OF THE NATION ADDRESS
BY PRESIDENT CYRIL RAMAPHOSA

HIGHLIGHTS



State funerals

During the period under review, South Africa lost some of its most pre-eminent citizens. Communication support efforts to Official Funerals are coordinated in the GCIS clusters in partnership with The Presidency Protocol and Communications team guided by the manual for Official and State Funerals. GCIS clusters successfully coordinated communication, ensuring the dignity and decorum these South African people deserved.

These included the state funerals of Ikosi Sipho Mahlangu (July 2021), Dr Hlengiwe Mkhize (September 2021), Archbishop Emeritus Mpilo Desmond Tutu (December 2021), former Deputy President FW de Klerk (December 2021) and others. These took place within the stringent COVID-19 regulations and protocols. The cluster was also instrumental in organising the National Memorial Service for the late Dr Kenneth Kaunda, the former President of Zambia.

Capacity-building

The cluster also played a pivotal role in education and training of communicators and local government leaders after their election. A number of training sessions were organised to empower government communicators in all spheres of government from national to provinces as well as in municipalities.

The Training Unit also collaborated with the National School of Government (NSG) to develop a module to train communicators. A number of joint Master Classes were held together with the NSG to train communicators. The cluster is at the final stages of revising and updating of the *Government Communicators' Handbook* to be aligned with the Cabinet-endorsed NCSF.

GBVF

Cluster Coordination played an instrumental role in ensuring that issues of GBVF, the coordination of National Days for Nation Building and Social Cohesion, were always on the radar, and providing monthly GBVF reports to the Department of Women, Youth and Persons with Disabilities. It also supported a number of activities led by the Deputy Ministers in The Presidency which dealt with this matter.

The cluster, however, as GCIS has committed to supporting the GBVF Campaign in various ways, including ensuring that GBVF matters are covered in all our products and platforms, and continue to cover stories predominantly through *Vuk'uzenzele* newspaper, SAnews as and in all GCIS social media platforms.

The GCIS platforms were used to promote the GBVF such as the time when the Deputy Minister in The Presidency, Ms Pinky Kekana visited the Free State, Sasolburg in a two day programme she paid a particular focus on GBVF interacting with the victims of GBVF, visiting Thuthuzela Care Centres and addressing directly the issue of GBVF by having a stakeholder engagement and dialogue around GBVF matters and also visiting sites that deal with GBVF survivors like the Curious Future Movement and holding a GBVF Expo, which showcased the government services to victims of GBVF in the area.

Following approval of the NSP, the GCIS has been compiling monthly reports on overall government communication support to the NSP.

SANews, *Vuk'uzenzele* newspaper and the *PSM* magazine published over fifty (50) articles covering work done by government in the GBVF space. The articles were also placed on a number of government social media platforms. A number of activities were implemented by the GCIS provincial offices in partnership with local stakeholders.

These included community media engagements; community dialogues, community activations; as well as sharing of information with all provincial core teams and other and local stakeholders. The GCIS also facilitated training of GCIS officials on gender-sensitive media reporting with GIZ. The training sessions were held on 21 and 25 June 2021.

Talking points and key messages were also developed; messages were constantly updated whenever there was a need. These were distributed widely to all communicated for incorporation into communication products, speeches by political principals, and to ensure that government speaks in one voice.

Subprogramme: PLL

Through direct and unmediated communication engagements in the 2021/22 year, approximately 120 million people were reached with government messages, including community radio events (some of course being repeat audiences). Between 1 April 2021 and 30 March 2022, the GCIS implemented 2 342 development communication projects each of which were optimised by using supplementary and multiple communication platforms, including those via Social Media.



A significant number of GCIS outreach platforms included activations, including at taxi ranks and shopping malls, and also blitzes on commuter trains in partnership with the Passenger Rail Agency of South Africa; talk shows at local community radio and TV stations; open days, especially at Thusong Service Centres, dialogues as well as door-to-door/household visits, as well as project walkabouts.

Loud-hailing remained a strategic channel to reach out to far-flung communities, including reinforcement of communication around COVID-19 regulations health protocols and the range of relief measures government introduced to mitigate the effects of the pandemic for citizens and small businesses.

The subprogramme has made a significant penetration on digital platforms at district and local level, through You-Tube Channel, Twitter, Facebook, virtual platforms as well as Webinars. The Thusong Service Centre Programme was instrumental in popularising government information.

COVID-19 and Vaccination

One of the main thrusts of the outreach programmes of the GCIS over the past year has been creating awareness on the COVID-19 pandemic especially public education on the vaccine roll-out programme and the benefits thereof. Much emphasis was on raising awareness on vaccine service points and establishment of the NCP which served to mobilise the private sector in reaching out to communities.

Influencers were sourced from the traditional leadership sector, faith-based organisations and other localised structures to create interest in communities using localised languages. The GCIS and partners' research indicated that trustworthy or appreciated messengers were well known local medical practitioners.

Consequently, the GCIS district offices mobilised medical practitioners, nurses and other medical experts to participate in community radio shows and local outreach or information sessions.

A total of 1 029 development communication activities were undertaken around COVID-19 alone wherein 85 were in the form of truck roadshows in between towns using local drama groups to convey government information on COVID-19 through theatrical activities. Innovations like donkey carts in rural settings were used to widen access using loud-hailing as a channel of communication. A total of 251 loud-hailing activities were undertaken to sensitise the communities about government plans and messages. A total of 161 communication projects were around GBVF, 62 on crime prevention and 61 related to service delivery communication work.



The GCIS outreach teams worked very closely with traditional authorities, youth formations and local influencers during this period to address vaccine hesitancy and associated myths, and to drive government messages. Content disseminated reached out to the following strategic stakeholders; in provinces and districts: traditional authorities; municipal mayors and managers; HoCs; chiefs of staff; MLOs; Thusong Programme coordinating structures; Ministry officials; community development workers; captains of industry and local business leaders; civil-

society organisations; labour formations; provincial legislators; street committees; youth desks and youth structures; institutions of higher learning; constituency offices; government departments; media and political formations.

A total of 1 718 community and stakeholder visits were undertaken during the 2021/22 financial year to increase messengers and voices around government programmes and policies in communities. Through these visits and engagements, and especially once lockdown levels lowered, the presence of government communication and its information services offering was scaled up. This after lengthy periods of lockdown and inadequate face-to-face, direct communication.

A significant highlight in this regard, following the SoNA in February 2022, was the reintroduction of the Presidential Imbizo. GCIS fieldworkers played a key role in community engagement and liaison with communities in and around Mahikeng in North West. Together with communication counterparts in provincial and local communication they ensured the first Presidential Imbizo of the 6th administration under the theme “Leave No One Behind” that took place on 12 March 2022.

This programme of re-enforcing direct and sustained engagement with communities as part of efforts to rebuild a social compact between government and communities will gain momentum in the next financial year. Through the Presidential Imbizo, the President interfaces with communities for them to raise first-hand their issues. Above all, it provides a valued

opportunity for citizens to provide their ideas and solutions to challenges being encountered in their localities.

GCIS provincial offices used platforms such as community activations, community dialogues, community media engagements and community outreaches during this year, reaching about 31 609 884 people. Community radio stations sessions were the most used platform by the GCIS provincial offices in this reporting period. A total of 528 community radio programmes were facilitated and used to convey messaging around COVID-19, GBVF, ERRP, crime and corruption, job creation and service delivery interventions using local messengers, including municipal leadership.

A key feature of some of the strategic interventions were around the violent protests that were experienced in the country in July 2021, especially in Gauteng and KwaZulu-Natal. This sad development prompted the provincial outreach teams to intensify stakeholder engagements and facilitate radio programmes to diffuse some of the negative narratives in the communication environment.

A critical intervention was the use of local digital platforms and WhatsApp groups to rebut fake or misleading news and information. Through ongoing community liaison these networks have been extensively built up over the year under review, especially as an ever-growing number of community and non-governmental networks establish platforms such as WhatsApp groups.

Additional communication support was around the November 2021 LGE, during which provincial teams participated in various voter education activities in partnership with the IEC and other coordinating forums.

The communication forums play a critical role in the coordination of communication around national and provincial programmes implemented in the provinces. They further strengthen and maintain stakeholder relations, sharing of best practices and reinforce the district-based response mechanisms. A total of 790 forums were held during this reporting period.

The subprogramme further distributed 46 copies of the electronic *My District Today* newsletter, which shares information and provides updates on government's delivery on its PoA against identified priorities, but seen from the perspective of beneficiaries of these programmes. The objective of the publication is to produce content that focuses on positive, developmental news, affirming stories from the coalface of service delivery and celebrating local heroines and heroes who seize opportunities, and information shared to better their lives or that of their communities.

My District Today newsletter is shared with a wide spectrum of sectors – government departments, trade unions, business, civil-society formations, faith groups, community and commercial media, municipal and government communicators, ward councillors, national, provincial and local political principals, and constituency offices, to mention but a few.



The highlight of the Thusong Service Centre Programme in this financial year was the revitalisation of some of the strategic centres like the Manne Dipico Thusong Centre in the Northern Cape, which was vandalised during a community protest. It was the beneficiary of the Premier of the Northern Cape, Dr Zamani Saul, who facilitated a process to restore it as a critical vehicle to serve the community.

This event to reopen the centre formed part of the Annual Thusong Service Centre Week which took place from 13 to 17 September 2021, including a further total of 74 activations to promote Thusong Service Centres within the communities they serve. The subprogramme has for the period under review undertaken a total of 215 marketing events for the centres.

Summary of highlights from the provincial and district offices of the GCIS in the year under review:

- Participation in provincial joint meetings, and provincial and districts COVID-19 command councils, which significantly led to strengthened information coordination and management as well as a more proactive local system of government communicators. A total of 790 forums were held to align planning and to enhance coherence in government communication. A total of 413 content packages consisting of key messages, talking points, factsheets and information material were shared through these coordinating forums.
- About 1 16 640 COVID-19 information resource materials were cascaded to various stakeholders at national, provincial and local level, and through outreach activities at strategic points.
- The subprogramme sourced community leaders and respected individuals to drive the Public Service Announcements in community radio stations. While community and other health workers were primary and the most trusted messengers, traditional leaders and ward councillors played a key role, especially in presenting programmes in all South African languages.
- Traditional platforms like loud-hailing were used to reach out to communities, in line with the protocols to contain COVID-19.
- A total of 2 000 people were registered for vaccination during the truck roadshows, which were rolled out to intensify awareness on the COVID-19 vaccination roll-out programme of government.

Table 2.4.4.1: GCIS Final APP tabled in March 2021
Outcomes, outputs, output indicators, targets and actual achievements

Subprogramme: Media Engagement								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Improved relations with the media	Engagements between government officials and senior journalists on government's PoA	Number of engagements between government officials and senior journalists on government's PoA held	Held 19 engagements between government officials and senior journalists on government's PoA	Held 35 engagements between government officials and senior journalists on government's PoA	16 engagements between government officials and senior journalists on government's PoA held	32 engagements between government officials and senior journalists on government's PoA held	16 engagements between government officials and senior journalists on government's PoA held	Due to various reasons including: - address the issues of COVID-19. - Vooma Vaccination Weekend, State of innovation in developing sustainable water ecosystem in South Africa, Protection of whistle-blowers, Presidential Land Reform and Infrastructure Symposium - (third Vooma Vaccination drive and the Musina Ring Road media tour)
	Post-Cabinet media briefings and/or statements issued after ordinary Cabinet meetings	Number on post-Cabinet media briefings and/or statements issued after ordinary Cabinet meetings	14 post-Cabinet media briefings were held	22 post-Cabinet media briefings were held	17 post-Cabinet media briefings and/or statements issued after ordinary Cabinet meetings	19 post-Cabinet media briefings and/or statements issued after ordinary Cabinet meetings	Overachieved by two post-Cabinet media briefings and/or statements issued after ordinary Cabinet meetings	Due to Special Cabinet sittings on adjustment of the COVID-19 lockdown levels

	Media briefings based on request from government departments	Percentage of media briefings supported from requests received from government departments per year	90 media briefings were conducted	100% (110 of 110) of media briefings supported from requests received from government departments	100% of media briefings supported from requests received from government departments	(93 of 93) briefings supported from requests received from government departments	None	None
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GCIS Final APP tabled in March 2021.

Outcomes, outputs, output indicators, targets and actual achievements.

Subprogramme: Cluster Communication								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Well-functioning government communication system	Engagements with HoCs	Number of engagements with HoCs held	Four engagements with HoCs were held	Two engagements with HoCs held	Two engagements with HoCs held	Two engagements with HoCs were held	None	None
	ICFs	Number of ICFs held	Nine ICFs were held	Nine ICFs were held	10 ICFs held	13 ICFs were held	Target overachieved by 30%	It was due to: - LGE - address issues in the environment - collect your ID campaign
	Annual CCPs	Number of annual CCPs drafted	Five CCPs were developed	Five annual CCPs 2020/21 drafted	Five annual CCPs 2021/22 drafted	Five annual CCPs 2021/22 drafted	None	None

	Government communicators trained	Number of government communicators trained per year	270 government communicators were trained	296 government communicators trained	175 government communicators trained	933 government communicators trained	758 government communicators trained. Target overachieved by 433%	More requests were received than planned
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GCIS Final APP tabled in March 2021.

Outcomes, outputs, output indicators, targets and actual achievements.

Subprogramme: Provincial and Local Liaison								
Outcome	Output	Output Indicator	Audited Actual Performance 2019/20	Audited Actual Performance 2020/21	Planned Annual Target 2021/22	**Actual Achievement 2021/22	Deviation from planned target to Actual Achievement 2021/22	Reasons for deviations
Informed and empowered citizens	Development communication projects	Number of development communication projects aligned to the Government Communication Programme (GCP)	1 737 development communication activations aligned to the GCP were conducted	1 817 development communication projects aligned to the GCP were conducted	1 140 development communication projects aligned to the GCP	2 342 development communication projects aligned to the GCP were conducted	1 202 development communication projects aligned to the GCP were conducted	Due to intensified communication activations around the COVID-19 Vaccine Roll-out Programme, public education activities around health protocols during the different waves of COVID-19 infections Additionally, the public violence in July 2021 compelled the provincial offices to undertake communication activities to discourage looting and vandalism
	Marketing events	Number of marketing events for Thusong Programme held	334 marketing events for Thusong Programme were held	180 marketing events for Thusong Programme were held	119 marketing events for the Thusong Programme held	215 marketing events for Thusong Programme were held	96 marketing events for Thusong Programme were held	It was due to: - COVID-19 vaccine truck activations - Annual Thusong Week - Marketing World AIDS Day and Vooma Vaccine campaign

	Community and stakeholder liaison visits	Number of community and stakeholder liaison sessions/visits undertaken per year	1 900 community and stakeholder liaison visits undertaken	1 617 community and stakeholder liaison visits undertaken	1 140 community and stakeholder engagement sessions/visits undertaken	1 718 community and stakeholder liaison visits undertaken	578 community and stakeholder liaison visits undertaken	Intensified efforts on the COVID-19 vaccine roll-out campaign to inform citizens - Additional planning meetings to support the Vooma Vaccination Weekend and Heritage Day activities - Aligned COVID-19 and vaccination messages - Engagements related to the 2021 LGE - Additional intensified visits by political principals in the provinces
	<i>My District Today</i> newsletter	Number of electronic <i>My District Today</i> newsletters	Published 45 electronic <i>My District Today</i> newsletters	46 electronic <i>My District Today</i> newsletters published	45 electronic <i>My District Today</i> newsletters published	Published 46 electronic <i>My District Today</i> newsletters	One electronic <i>My District Today</i> newsletter	Due to World AIDS Day edition
	Reports on support to the functioning of government communication system	Number of reports on support to the functioning of government communication system produced (provincial and local level)	Produced four reports on support to the functioning of government communication system (provincial and local level)	Four reports on support to the functioning of government communication system produced (provincial and local level)	Four reports on support to the functioning of government communication system produced (provincial and local level)	Four reports on support to the functioning of government communication system produced (provincial and local level)	—	—

Linking performance with budgets

Programme 3: Intergovernmental Coordination and Stakeholder Management

Subprogramme expenditure

Subprogramme Name	2021/22			2020/21		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Programme Management for Intergovernmental Coordination and Stakeholder Management	1 825	1 567	258	1 925	1 484	441
PLL	87 664	87 535	129	85 096	82 173	2 923
Media Engagement	17 105	17 025	80	17 537	16 019	1 518
Cluster Supervision (Human Development, Social Protection and Governance and Administration)	10 598	10 598	–	10 768	10 316	452
Cluster Supervision (Economic and Infrastructure, Justice and International)	8 729	8 729	–	8 098	7 988	110
Total	125 921	125 453	468	123 424	117 980	5 444

Strategy to overcome areas of under-performance

Not applicable.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

Not applicable.

Reporting on the Institutional Response to the COVID-19 Pandemic

Not applicable.

5. TRANSFER PAYMENTS

5.1. Transfer payments to public entities

Public entities receive sizeable transfer payments from government and are often the frontline providers of services on behalf of government. It is therefore important to understand the impact of these services on the community. Departments are requested to provide information on the services provided by these public entities, transfer payments to the public entities, the actual amount spent from the transfer received by the public entities, strategic achievements of the public entity. Departments must also comment on monthly monitoring systems or the lack thereof to monitor spending on such transfer payments. If such monitoring did take place, departments must provide details of difficulties experienced and what steps (if any) were taken to rectify such difficulties.

Name of Public Entity	Key outputs of the public entity	Amount transferred to the public entity	Amount spent by the public entity	Achievements of the public entity
MDDA	The MDDA has the following key outputs to achieve its mandate: • Governance and Administration • Grant and Seed Funding • Partnership, Public Awareness and Advocacy • Capacity-building and sector development • Innovation, Research and Development	R33 026 000	R33 026 000	The entity was able to achieve a capable, effective and efficient organisation. Support provided to various programmes unit for the delivery of the MDDA mandate. Provided support through financial and non-financial support for community broadcasting as well as community and small commercial print projects. Participated in advocacy and lobbying interventions and established stakeholder relationships to support community and small commercial media. Provided training which was aimed at capacitating the community and small commercial media.

Brand SA	Brand SA has adopted the following key outcomes to achieve its mandate: • Improved Reputation of Brand SA as an entity • Increased attractiveness and thereby competitiveness of the Nation Brand • Increased Nation Brand advocacy and active citizenship • Aligned Nation Brand Execution and Experience domestically and internationally	R213.352 million	R213.352 million	• Brand SA celebrated a key milestone of the 10 years' celebration of the Play Your Part (PYP) Programme's existence. The launch of the PYP Awards took place during the month of June 2022. Awareness of the awards was created through a call-to-action audio-visual promoted on the Brand SA website and social media platforms, as well as through radio interviews on various radio stations. • The fifth annual Nation Brand Forum was hosted on 28 September 2022, bringing together close to 100 participants under the theme: "Believe in SA: Reflect, Rebuild, Reassure", promoted on various platforms such as radio, social media, online, print, street pole advertising and billboards. • The Miss South Africa finale event took place on 16 October 2021 in Cape Town and was successfully implemented, achieving significant coverage for the Nation Brand. • The PYP Awards were held successfully on 17 March 2022. A culmination of the individual category awards which commenced in quarter one of the 2021/22 financial year as a celebration of outstanding active citizens contributing to the country's brand image, domestically and internationally. • A successful media engagement was hosted at the 2021 Intra-Africa Trade Fair. Under the theme: "Branding the AfCFTA", the media engagement sought to highlight the role of the media as a key partner in the success of the trade agreement. • Our ongoing partnership with the IEC has also proven to be insightful as the post-election insights have been found to be useful for our understanding of the changing nature of our voter behaviour as well as the evolution of our democracy. A series of questions have also been added in our Annual Omnibus Survey, where Brand SA will endeavour to provide the IEC with insights on the perception South Africans have of the IEC and the subsequent impact of the newly enacted Political Party Funding Act, 2018 (Act 6 of 2018).
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				• Our ongoing partnership with the IEC has also proven to be insightful as the post-election insights have been found to be useful for our understanding of the changing nature of our voter behaviour as well as the evolution of our democracy. A series of questions have also been added in our Annual Omnibus Survey, where Brand SA will endeavour to provide the IEC with insights on the perception South Africans have of the IEC and the subsequent impact of the newly enacted Political Party Funding Act of 2018. • A tactical collaboration with the South African Women in Dialogue and UN-Women in launching the African Women Leaders Network (AWLN) South Africa Chapter gave Brand SA the opportunity to initiate a relationship with AWLN is the initiative led by Dr Phumzile Mlambo-Ngcuka. • The collaboration with Education without Borders on Virtual South African Film Festivals in Canada, with 3 572 South African Film Festival website subscribers being reached. The total of 2 534 festival tickets were purchased. Brand SA branded pre and post reels had 2 169 views throughout the festival. • Brand SA's Global Markets unit hosted a Global South Africans celebration dinner to coincide with South Africa's participation at the World Expo in Dubai. This was to ensure that South Africans based in the United Arab Emirates (UAE) are encouraged to continue flying the South African flag after the World Expo. The dinner took place on 27 March 2022, on the eve of the South African National Day at the World Expo. Although the activation did not form part of the South African programme at the World Expo, it played a pivotal role in wrapping up what has been a long and successful programme by the country and its various stakeholders (business, civil society and government institutions). • On 28 March 2022, President Ramaphosa led Team South Africa at the country's National Day celebrations at the World Expo 2020 in the UAE. South Africa embraced this opportunity to showcase the country's achievements in the past six months at the Expo.
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				• Brand SA was a strategic stakeholder and partner in delivering the logistics in the implementation of the 4th SAIC that took place on 24 March 2022. • The inaugural PYP Awards were held successfully in March – a culmination of the individual category awards which commenced in quarter 1 of the financial year. • The awarding of COVID-19 bursaries in collaboration with College of Africa. The objective of the national COVID-19 tertiary bursaries is to assist students from less privileged homes who are negatively affected financially by COVID-19. This will help them pursue their tertiary dreams from 2022 to 2024. • The Believe In SA (BISA) international campaign was flighted successfully (in various languages), reaching multiple markets internationally. • The celebration of 20 Years of Brand SA and 10 Years of PYP communication was launched. • Brand SA's organisation identity development was approved by the Board of Trustees, paving the way for a launch in the new financial year. • The 4th SAIC took place on 24 March 2022 and was hosted as in person at the Sandton Convention Centre. Brand SA was a strategic partner in the implementation of the SAIC. • Public relations and media plans implemented for the SAIC, Dubai Expo and PYP Awards ensured successful coverage and share of voice for the Nation Brand. • Brand SA supported the President's visit to the World Expo by executing a media programme in partnership with the GCIS and a media town hall session with the President at the South Africa Pavilion. • A partnership was secured with EuroNews in support of the 4th SAIC public relations and communications activities. A wrap-up insert was created.
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5.2. Transfer payments to all organisations other than public entities

Not applicable.

6. CONDITIONAL GRANTS

Not applicable.

7. DONOR FUNDS

Not applicable.

8. CAPITAL INVESTMENT

Infrastructure projects	2021/22			2020/21		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
New and replacement assets	None					
Existing infrastructure assets	None					
- Upgrades and additions	R26	R26	None			
- Rehabilitation, renovations and refurbishments	None					
- Maintenance and repairs	R1 million	R1 million	None			
Infrastructure transfer	None					
- Current	None					
- Capital	None					
Total						

Notes:

- The department used R26 000 to upgrade buildings, install new burglar gates and windows.
- The department used R1 million on infrastructure maintenance (Uninterrupted Power Supply, air conditioners, fire system, building management system and access control).
- No major maintenance projects have been undertaken during the period under review.
- Ninety-eight percent (98%) of the department's capital assets is in good condition, with only a few district offices requiring some maintenance. However, this is part of the Department of Public Works and Infrastructure (DPWI) offices lease agreements and the department continues to monitor progress in this regard.



PART C:

GOVERNANCE

1. INTRODUCTION

As required by the PFMA of 1999, the GCIS maintains an effective, efficient and transparent internal control system to ensure proper use of financial and other resources within the Accounting Officer's area of responsibility.

The GCIS is committed to the philosophy of effective risk management as a core managerial capability. It is our policy that, to fulfil the public's performance expectations and our strategic objectives as an organisation, we must pursue opportunities involving some degree of risk.

Our policy gives full and due consideration to the balance of risk and reward, as far as it is practically possible to optimise the rewards gained from our activities. To this extent, the Batho Pele principles and Code of Conduct for the Public Service are central ethical standards upon which decisions are made in pursuit of the organisation's overarching mandate.

2. RISK MANAGEMENT

ERM is a strategic imperative in the GCIS to ensure that the department sets clear and realistic objectives, understands critical risks associated therewith and develops mitigation strategies to manage such risks. The department recognises the King IV Report on Corporate Governance as best practice.

It requires that the department should establish a risk management structure that will adequately identify measure, monitor and control the risks involved in its various operations and lines of business. The department's risk management framework is in line with the PFMA of 1999, as amended; and the Public Sector Risk Management Framework (2010).

2.1. ERM

The GCIS has an established ERM that advises the Accounting Officer on risk-management matters. It is comprising of an independent risk chairperson, one external member, three executive management and selected senior managers who represent core operational functions within GCIS. The ERM has adopted an approved terms of reference as contained in the ERM Charter that regulates its affairs and discharges all its responsibilities in compliance with the charter. The committee is responsible for oversight of the following:

- Risk profile of the department and governance documents
- Fraud awareness and education
- BCM.

2.2. Meetings and Reporting

The ERM met its scheduled quorum and was able to meet quarterly to discuss risk matters. Reporting to the Audit Committee was done quarterly by the Risk Management Committee Chairperson.

2.3. Risk Profile of the department

MANCO approved 81 risks with 242 management action plans for the 2021/22 financial year. Of the 81 risks, seven (7) are strategic risks, fifty-two (52) are operational risks, sixteen (16) are provincial offices risks and six (6) are fraud risks. All risks were managed to acceptable risk levels.

2.4. Risk advisory services

The ERM Chairperson advises the management on issues that need escalation and risks that need attention. The following are matters for escalation:

- Budget cuts.
- *Government Communicators' Handbook* that is not finalised.
- Communication Committee meetings that are not sitting.
- Content and video clips that are not captured in the system on time.
- Upfront of payment to service providers with no services rendered and no prior approvals, particularly at media buying.

The overall achievement of risk mitigations is 73% as at 31 March 2022.

The progress is indicated in the table below.

#	High Level Risk Description	Inherent Rating	Residual Rating	Mitigation / Treatment Plan	Progress
SR1	Non-compliance to laws, regulations and prescripts (including internal policies)	Extreme	Medium	a. Continue to strengthen the system of internal controls to prevent, detect and correct non-compliance. b. Consequence management	- HRM Circular No:11 of 2021 ownership of copyright created by GCIS employee was communicated to all employees. - HRM Circular No: 14 of 2021 implementation of additional safety measures during adjusted lockdown level was communicated to all employees. - HRM Circular No: 20 of 2021 on public service employees as candidates for elections and performing other remunerative work (ORW) for the IEC was communicated to all employees. - HRM Circular No: 23 of 2021 on the amendment of performance agreements for secretaries, administration officers and employees on salary level 9-12 was communicated to all employees. - HRM Circular No: 25 of 2021 on revised working arrangements for Adjusted Level 1 COVID-19 regulations was communicated to all employees. - HRM Circular No: 1 of 2022 on utilisation of annual leave credits was communicated to all employees. - HRM Circular No: 4 of 2022 on ORW outside the Public Service was communicated to all employees. - HRM Circular No: 6 on Submission of PMDS documents for 2022/23 financial year. - HRD Circular No: 4 of 2021 on enrolment for Socio-Economic Impact Assessment System Course. - HRD Circular No: 5 of 2021 on upskilling of employees in the department. - HRD Circular No: 6 of 2021 on training for specification writing and procurement planning. - HRD Circular No: 1 of 2022 on submission of the PDPs for the 2022/23 performance cycle. - Articles relating to skills development were published such as: GCIS prioritises skills development; Internship programme provides work experience; 2022 academic year bursary applications; Understanding different learning methods; Staff training roll-out; Induction for new employees, the GCIS offers bursary opportunities; Outcomes of 2022 bursary applications; Importance of attending courses; Bursary update. - Pamphlet for 4IR courses was developed and communicated to all employees.

3. FRAUD AND ANTI-CORRUPTION

Fraud and anti-corruption form an essential pillar of the GCIS ERM philosophy. The Fraud and Anti-Corruption Strategy and Policy (As approved in May 2021) adopt a comprehensive approach to the management of fraud risk. Through a range of strategies and policies that integrate fraud and anti-corruption, ethics and integrity management, the department seeks to ensure the existence of effective controls that assist with the prevention and detection of fraud and corruption, as well as to provide guidelines on how to respond should instances of fraud and corruption be identified.

With the approval of the Fraud and Anti-Corruption Strategy and Policy in May 2021, there has been continuous focus on awareness and information sharing on what constitutes fraud, possible types of fraud, reporting mechanisms and whistle-blowing processes as well as the promotion of various avenues to report allegations of fraud and corruption such as the Public Service National Anti-Corruption Hotline: 0800 701 701, Special Investigating Unit (SIU): 0800 037 774, Public Protector of SA: 0800 112 040, The Presidential Hotline: 17737.

4. MINIMISING CONFLICT OF INTEREST

An ethical and professional public service is enshrined in Section 195 of the Constitution of the Republic of South Africa of 1996. The values and conduct of a professional and ethical public servant are encoded in the PSR of 2016. A key measure of ethical conduct is transparency. The GCIS further promotes ethical conduct and behaviour through its own set of departmental values. The promotion of ethical behaviour was led by HR that ensured that the all designated categories disclosed their financial interests and the department maintained a 100% achievement throughout the financial year.

Ethics and integrity management forms part of the GCIS risk management philosophy. The department continues to avail training on risk management and ethics. The offering of the NSG on Ethics in the Public Service Course is the preferred option as it empowers and equips public officials with the skills and competencies to make ethical decisions; to develop organisational integrity; to prevent fraud and combat corruption.

The department is, amongst other public service legislation, guided by the approved Ethics Policy and Ethics Management Plan in all ethics-related matters. The conclusion of the Ethics Survey led to the development of an Ethics Risk Register that came into effect on 1 April 2022. The implementation of

the ethics register forms part of the work plan of the departmental Ethics Committee appointed to monitor and advise the Accounting Officer on ethics in the department. Reports from the Ethics Committee also serve quarterly at the ERM and through the ERM Chairperson before the Audit Committee.

The department reviewed its internal policy on ORW and the updated policy was used in the adjudication of all ORW applications by the Ethics Committee and recommended to the Accounting Officer for final decision. The revision of the ORW Policy was communicated extensively through the various Internal Communication platforms.

5. CODE OF CONDUCT

The primary purpose of the Code of Conduct is to promote ethical behaviour as exemplary conduct in the Public Service. To promote a high standard of professional ethics in the workplace, public servants are encouraged to think and behave ethically, and are expected to adhere to the Code of Conduct for the Public Service. The Code of Conduct addresses issues pertaining to relationships with the legislature, public, performance of duties, personal conduct and personal interests. All staff members are required to complete the Oath of Secrecy to regulate unauthorised leakage of confidential information.

The code is easily accessible from the intranet. New employees are inducted on the code through

induction links, sharing of presentations on the Code of Conduct through Internal communications mediums such as Let's talk magazine, Did you know? and Hot News. Any transgression or breach of the Code of Conduct is dealt in accordance with the available public service prescripts and not limited to the Disciplinary Code and Procedure (PSCBC Resolution No.1 of 2003).

6. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

The department has an OHS/COVID-19 programme in place for the 2021/22 financial year. The DG appointed the OHS/COVID-19 Committee in writing for the 2021/22 financial year, the committee includes GCIS provincial offices and some of their duties include OHS inspections, COVID-19 compliance measures and conducting evacuation drills.

The DG appointed the COVID-19 Compliance Officer to implement to ensure compliance with the COVID-19 safety compliance measures as per Department of Health and DEL instructions notes. The Compliance Officer conducts inspections to all GCIS buildings and developed risk assessments per building. The DG approved the OHS/COVID-19 Policy for the 2021/22 financial year to cover COVID-19 measures at the workplace. The CFO made funds available to procure PPE to protect staff members, community and all GCIS stakeholders.

The Compliance Officer continues to conduct COVID-19 awareness to encourage compliance and save lives. The OHS/COVID-19 committee members were trained on OHS and COVID-19 matters. The department used R1.45 million to procure PPE for the period under review. This includes decontamination of the GCIS buildings, deep cleaning, including provincial offices and district offices, procuring of cloth masks for staff, procuring sanitisers for staff, COVID-19 office screens and digital thermometers for checking temperatures. The OHS/COVID-19 Committee has been encouraging staff to vaccinate by giving them time off for vaccination appointments. About 126 staff submitted their vetting certificates to HRM as a proof of vaccinations.

ITEM	COSTS
COVID-19 shield screens	R870 000
Masks and sanitisers	R57 000
Building decontaminating	410 000
Building deep cleaning	116 000
Gloves	4 000
TOTALS	R1 457 000

7. PORTFOLIO COMMITTEES

Date	Briefing
12 May 2021	Briefing on 2021/22 APP and Budget
18 August 2021	Briefing on 2020/21 3rd and 4th quarter Performance and Expenditure Report
1 September 2021	Briefing on the repositioning and progress regarding the merger of the Brand SA and Tourism South Africa
9 November 2021	Briefing on the 2020/21 Annual Report
8 March 2022	Briefing on 1st and 2nd quarter expenditure and financial reports (2021/22)

8. STANDING COMMITTEE ON PUBLIC ACCOUNTS (SCOPA) RESOLUTIONS

The department did not appear before SCOPA.

9. PRIOR MODIFICATIONS TO AUDIT REPORTS

Nature of qualification, disclaimer, adverse opinion and matters of non-compliance	Financial year in which it first arose	Progress made in clearing / resolving the matter
None	None	None

10. INTERNAL CONTROL UNIT

Work performed by the internal control units:

Subprogramme: Strategic Management

The work of the unit is regulated by amongst others the DPME's Framework for Strategic and APPs as well as the Framework for Managing Performance Information of National Treasury. Guided by these instruments, SPPM has ensured that the GCIS compiles and submits the four quarterly reports as well as the draft and final APPs to the necessary oversight bodies/ departments. The GCIS has streamlined operations and amended the report compilation processes to ensure that the quarterly reports are drafted and the performance information validated by Internal Audit within 30 days of the end of the quarter. The unit also conducts monthly verification of reported performance information uploaded onto the OPMS as additional control to improve the reliability and accuracy of reported information.

Internal Audit and the AGSA also performed a value add audit on the drafts of the APP prior to approval and tabling in Parliament in March 2022.

Subprogramme: IM&T

The subprogramme ensured that IT Availability Reports and Information Management Systems projects reports were presented to the quarterly IM&T Steering Committee meetings. These reports deliberations and decisions of the IM&T Steering Committee were thereafter presented to the GCIS management committee and Audit Committee.

The IM&T units facilitated the IM&T Steering Committee meetings and ensures that all reports are compiled and presented to the relevant governance structure in the department.

Subprogramme: HR

The subprogramme made progress in retaining talented employees despite the capacity constraints challenges it is facing. Out of 53 posts filled during the reporting period, 28 posts were filled through internal adverts, thus increasing the absorption of beneficiaries from developmental programmes permanently into the department.

The vacancy rate was reduced from 8.44% in the 2020/21 financial year to 6.74% in 2021/22. Three DDG posts were filled and two other SMS posts were filled – one (1) Chief Director and one (1) Director.

As at 31 March 2022, the department had a total number of 40 employees employed additional to the establishment, including 33 graduate interns.

The turnover rate decreased from 6.09% in the 2020/21 financial year to 4.60% in the 2021/22 financial year.

To enhance equity, the department has designated certain number of posts that will be advertised to promote representativity. This is achieved through targeted recruitment and partnerships with institutions for persons with disabilities, recruitment agencies, and institutions of higher learning and youth organisations. The 2% national target required on Economically Active Population (EAP) was achieved and exceeded

at 3.16%. women representation at SMS level was achieved at 56% at the end of March 2022.

On training and development, the department prioritised upskilling of its workforce through training aligned to core functions and 4IR to address Hard-to-Fill Skills related to the GCIS, such as Writing for Social Media, Communication Research, Business Intelligence, Video Editing, Proofreading and Editing, Photography, Media Monitoring and Analysis, Advertising and Marketing, Effective Communication, Digital Marketing.

Furthermore, employees were trained on management development programmes, such as Advanced Management Development Programme (AMDP), Emerging Management Development Programme and BCM. Critical skills training was also addressed, such as Project and Programme Management, Understanding of the Protection of Personal Information Act, 2013 (Act 4 of 2013), Computer Literacy, Fire Marshal and First Aid.

The COVID-19 pandemic accelerated the use of online learning and subsequently, the department embraced e-Learning platforms and encouraged employees to register for online courses. In addressing career development of employees, twenty-five (25) bursaries were awarded for 2022 academic year.

EHW operational plans were approved and successfully implemented. A Health and Wellness service provider was appointed to address psycho-social issues such as mental health, stress and burnout. Furthermore, health-screening sessions were conducted to provide employees with a convenient opportunity to do their health checks. Awareness sessions were

conducted and sensitisation was created to address health and wellness matters, COVID-19 regulations, physical wellness through the internal communication platforms.

Subprogramme: Legal Services

The directorate drafts and/or vet all contracts that the GCIS is a party in order to ensure that the interests of the department are protected against any legal risk. The directorate further provides legal opinions to the department on matters such as procurement, copyright, labour disputes and Promotion of Access to Information Act, 2000 (Act 2 of 2000) requests to ensure that administrative decisions of the department are lawful.

The directorate further identifies, assesses, advises on, monitors and reports on the regulatory and legislative compliance risks within the GCIS, and is also responsible for implementing the GCIS legal compliance framework and reports to the ERM and Audit Committee regarding compliance with applicable legislation by the department.

The directorate drafted the MDDA Bill which seeks to, among others, align the objectives of the agency to the current technologies and the rapid digitalisation of the media sector. In this regard the directorate provide legal support to the relevant chief directorate for the development of the Bill into an Act of Parliament.

The directorate further manages the department's litigation matters to ensure compliance with Rules of Court and prevents adverse court orders being issued against the department. In this regard, the directorate manages the contingent liabilities of the department.

11. INTERNAL AUDIT AND AUDIT COMMITTEES

11.1. Objectives of the internal audit

Improves governance, risk management and control processes.

11.2. Summary of audit work done

- a) Secretariat support to the monthly Internal Audit and Risk Committee, and the quarterly Audit Committee meetings;
- b) Reviewed the Three-Year Risk-based Rolling Plan and updated it for 2021-2024 MTEF period, and developed the 2021/22 Annual Operational Plan;
- c) Implemented the following audit engagements in line with the approved Annual Operational Plan 2021/22:
 - i. Pre-audit of the AFS and Annual Report 2020/21 before submission to AGSA on 31 May 2021, and pre-audit of AFS and AR 2021/22 before submission to AGSA on 31 May 2022;
 - ii. Validation of the QPRs 1, 2, 3 and 4 for the 2021/22;
 - iii. Review of the Interim Financial Statements Q2 and Q3 2021/22;
 - iv. Operations audit for PLL, ICTs and BCM x2, HR, OHS, including COVID-19 compliance, SCM and expenditure management x3, IT Transversal Systems and Network;

- v. Strategy, Governance and Risk (including APP 2022/23 combined assurance with AGSA)
- vi. Follow-up audits of AGSA and IAA x2;
- vii. Advisory Services (largely relating to Procurement processes) x6;
- viii. Update of the Audit Committee, Internal Audit Charter, and Internal Audit and Risk Committee charters;
- ix. Compilation of quarterly progress reports against approved plan; and implementation of the combined assurance reports for the quarterly Risk Management Committee meetings.

11.3. Objectives of the Audit Committee

As an oversight structure to the Accounting Officer and the Executive Authority, the Audit Committee ensures that the system of governance, risk management, and internal control is adequate and effective to enable the GCIS to achieve its as they relate to (i) strategy, (ii) implementation, (iii) compliance, and (iv) reporting. The Audit Committee ensures that assurance providers work together in helping the GCIS fulfil its mandate.

11.4. Key activities of the audit committee

- a) Review the Three-Year Risk-based Rolling Strategic Internal Audit Plan and develop an Annual Operational Plan for approval by the Audit Committee;

- b) Review the Internal Audit Charter and Audit Committee Charter for consideration and approval by the Audit Committee, the Accounting Officer and the Executive Authority;
- c) Provide secretariat support to the governance structures (Internal Audit Steering Committee chaired by the Accounting Officer), and the Audit Committee (chaired by an independent non-executive chairperson);
- d) Drive the implementation of the Combined Assurance Plan with the aim of improving the system risk management and the betterment of the internal controls working in tandem with the Risk Management Committee;
- e) Implement the Internal Audit Annual Operational Plan anchored by the Audit Communication Protocol, communicate the results of the audit, conduct follow-up audit to monitor implementation of the auditors' recommendations;
- f) Continue to build and maintain Customer Relations (regular contact with auditee throughout the audit engagements including customer surveys to assess quality of service and effecting audit improvement measures as deemed appropriate).

11.5. Summary of the work done by the Audit Committee

- a) **In relation to the work of the Risk Committee:**
 - i. Considered the quarterly reports

prepared by the Chairperson the Risk Management Committee for Audit Committee consideration and endorsement.

b) In relation to the work of the Executive Management

- ii. Financial Management and Reporting – quarterly Interim Financial Statement, AFS, Expenditure report, including a register of unauthorised, fruitless and wasteful and irregular expenditure;
- iii. Performance Planning and Reporting – APP, Annual Report, quarterly reports (that include catch-up plans for targets missed);
- iv. Legal Unit – quarterly reports on status of all legal matters, including compliance with laws and regulations.

c) In relation to the work of the Internal Audit:

- i. Recommended the Audit Committee Charter for approval by the Executive Authority;
- ii. Considered and ratified quarterly progress reports against approved Annual Plan;
- iii. Considered and approved the detailed internal audit engagement reports on the work performed;
- iv. Considered Internal Audit

- assessment of the implementation by management of previous audit recommendations of Internal Audit and AG and the progress thereof – including report on the combined assurance plan;
- v. Received the external Quality Assurance Review report from the Institute of Internal Auditors on the Internal Audit's compliance with the IIA Standards. The committee is overall pleased with

- the report, has noted significant improvements made by Internal Audit to address the QAR recommendations;
- vi. Received, considered, and approved the revised Internal Audit Charter, Three-Year Rolling Risk-based Plan 2021-2024 and Annual Operational Plan 2021/22
- vii. Monitored the implementation of the Combined Assurance Plan including Risk Appetite and

Tolerance Threshold as part of the early warning system;

d) In relation to the work of the AG:

- i. Received, considered and approved the Audit Strategy, recommended the Engagement Letter to the Accounting Officer for approval, for the 2021/22 financial year audit.

11.6. Attendance of audit committee meetings by audit committee members

The table below discloses relevant information on the audit committee members:

Name	Qualifications	Internal or external	If internal, position in the department	Date appointed	Date Resigned	No. of Meetings attended
Mr K. Maja	- Masters of Business Leadership - Honours B. Compt - Certified Internal Auditor (CIA)	External		Appointed Chairperson December 2021		4/4
Mr K. Sello	- Honours Bachelor of Commerce in Accounting - Certified Risk and Information Systems Control - Certified Information System Auditor	External		Reappointed February 2021		4/4
Ms. N. Monama	- BA Law - LLB - Global Executive Leadership Programme	External		Reappointed February 2021. (Contract ended December 2021.)		0/3

12. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2022.

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from Section 38(1) (a) (ii) of the PFMA of 1999 and Treasury Regulation 3.1.13. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein, except that we have not reviewed changes in accounting policies and practices.

The Effectiveness of Internal Control

During the financial year under review, the Audit Committee and the Risk Management Committee received regular reports by management, internal and external auditors on the efficacy of the GCIS system of internal control.

Except for the matter raised by AGSA in their 2021/22 audit report relating to the extension and/or expansion of three panels of service providers due to misinterpretation of National Treasury directives, the following matters were flagged which were not of material nature:

- Misstatement of the commitments, accruals and payables in the financial statements;
- Procurement processes and the payment of suppliers within 30 days;
- Records management relating to reported achievements in the QPRs;
- Effective management of IT Disaster Recovery processes and the IT security.

In-Year Management and Monthly/Quarterly Report

During the financial year under review the Audit Committee received quarterly in-year management report which included amongst others:

- The Interim Financial Statements and the Budget/Expenditure reports including the register of unauthorised, irregular, and fruitless and wasteful expenditure;
- Quarterly Performance Information reports;
- Quarterly risk mitigations, BCM, ethics and fraud;
- ICT progress reports; and
- Legal and Compliance reports.

The committee is satisfied that most recommendations arising from the Audit Committee meetings held have been addressed, key among the recommendations

was the finalisation of the GCIS compliance universe register, as management seeks to strengthen the system of internal control and compliance culture.

Evaluation of Financial Statements

The Audit Committee evaluated the following reports presented by management, compiled in line with the National Treasury prescripts:

- The AFS prepared in accordance with the MCS and the
- Annual Report prepared in accordance with the Annual Report Guide for National and Provincial Departments.

The Audit Committee based on the presentation by management and the assessment reports by the assurance, is satisfied that the reports are a fair reflection of the state of affairs for the GCIS performance for the financial year under review, relative to the approved annual budget, the APP, and the reporting requirements.

Auditor-General's Report

The Audit Committee reviewed and recommended the following for approval by the Accounting Officer:

- The AGSA Audit Strategy and the Engagement Letter – 2021/22 financial year;
- Internal Audit follow-up report on the implementation by management of the AGSA audit recommendations arising from the 2020/21 financial year audit;

The Audit Committee can confirm that the AGSA was independent and objective throughout the financial year.

The Audit Committee concurs and accepts the conclusions of the AGSA on the AFS and Annual Performance Report and Compliance testing, and is of the opinion that the audited AFS and performance report be accepted, and read together with the report of the AGSA.



Mr Kgoale Maja
Chairperson of the Audit Committee
GCIS

Date: 31 August 2022

13. B-BBEE COMPLIANCE PERFORMANCE INFORMATION

The following table has been completed in accordance with the compliance to the B-BBEE requirements of the B-BBEE Act of 2013 and as determined by the dtic.

Has the Department/Public Entity applied any relevant Code of Good Practice (B-BBEE Certificate Levels 1 – 8) with regards to the following:		
Criteria	Response Yes/No	Discussion (include a discussion on your response and indicate what measures have been taken to comply)
Determining qualification criteria for the issuing of licences, concessions or other authorisations in respect of economic activity in terms of any law?	No	The GCIS does not issue licences or concessions
Developing and implementing a preferential procurement policy?	Yes	The GCIS is implementing the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), Preferential Procurement Regulations of 2017, and National Treasury Instruction and Practice Notes
Determining qualification criteria for the sale of SOEs?	N/A	No SOEs under GCIS control are on sale
Developing criteria for entering into partnerships with the private sector?	Yes	Terms and Conditions on request for quotations and bids together with General Conditions of Contract and service-level agreements outline the contracting criteria Terms of reference for stakeholder management structures are in place
Determining criteria for the awarding of incentives, grants and investment schemes in support of B-BBEE?	N/A	The GCIS does not offer incentives, grants and investment schemes





PART D:

HUMAN RESOURCE MANAGEMENT

1. INTRODUCTION

Charged with a critical role of building a team of working professionals, the department's HRM and Development component has to comply with the Constitution of the Republic of South Africa of 1996; Public Service Act of 1994, as amended; PSR of 2016; Labour Relations Act, 1995 (Act 66 of 1995), as amended; Basic Conditions of Employment Act, 1997 (Act 75 of 1997); Skills Development Act, 1998 (Act 97 of 1998); Skills Development Levies Act, 1999 (Act 9 of 1999); OHS Act, 1993 (Act 85 of 1993); National Skills Development Strategy, and the collective agreements signed in the Public Service Coordinating Bargaining Council (PSCBC) and General Public Service Sectoral Bargaining Council.

The department subscribes to providing professional and just in time HRM solutions in order to leverage service delivery to the core business of the department.

The department's ability to attract and retain the right skills and talent is a critical element towards achieving its planned strategic objectives and delivering on its constitutional mandate. The MTEF Human Resource Plan (HRP) has been developed to align the workforce with the strategic goals of the department. The plan focusses in the following key HR areas:

- Recruiting and retaining suitably qualified, capable and skilled workforce.
- Promoting and coordinating EE plan and transformation special programmes.
- Having skilled, capacitated and empowered workforce through skills development and training.

- Maintaining compliance to the EPMDS.
- Effectively managing Employee Health and Wellness (EHW) in the workplace.
- Promoting ethical behaviour and integrity within the workforce.
- Promoting sound labour relations and maintain fair employee relations process.

To create a desirable organisational structure that responds to the strategy, the department re-prioritised some positions to avail resources in the priority areas of the department. Internal controls were enhanced to recruit and retain suitably qualified, capable and skilled workforce and to maintain the vacancy rate below 10% as prescribed by the DPSA.

To enhance equity, the department has designated certain number of posts that will be advertised to promote representativity. This is achieved through targeted recruitment and partnership with institutions for persons with disabilities, youth organisations, recruitment agencies and institutions of higher learning. The 2% required on the EAP was achieved and exceeded at 3.16%. Women representation at SMS level was achieved at 56% at the end of March 2022.

The GCIS has qualified as one of South Africa's Top Gender Empowered Organisations through the Standard Bank Top Women Awards. Top Women is endorsed by the CGE, UN Women and is South Africa's leading gender empowerment brand celebrating organisations in both the public and private sector for prioritizing gender empowerment as an integral part of

their business strategies. The department is entrusted with the responsibility of providing to the public, information that is timely, accurate and accessible. To fulfil this mandate, there is an ever-present need for skilled personnel to improve productivity, service delivery and sustainability within a fast-growing and competitive communication environment.

To achieve this, the department invests in the training and development of its HR through the WSP that is developed and implemented annually. WSP training initiatives and priorities conform to the broader national priorities laid down in the South African training legislation, from which the capacity building programmes are derived, and are also linked to the Departmental Five-Year Strategy and the MTEF HRP.

To manage the performance of employees, the department subscribes to the DPSA EPMDS Framework, 2018 and Chapter 4 of the *SMS Handbook*, 2006. The main purpose of the EPMDS is to enhance performance at strategic and operational levels of the department by teams and individuals in order to achieve desired results; to identify individual's potential, strengths, weaknesses and align them to the departmental priorities and strategies; identify and remedy poor performance and to provide a framework for recognising and rewarding good performance.

Action plans were put in place to ensure that processes to mitigate risks and challenges identified in human capital management are undertaken.

In compliance with PSR of 2016 and DPSA directives, all designated categories disclosed their financial interests and the department maintained an achievement of 100% throughout the financial year. The department conducted an Ethics Survey to assess organisational ethics and the impact of unethical behaviour and practices amongst employees. The survey served as a tool to collect views on corruption risks from employees and provided the GCIS with a risk baseline needed for the finalisation of Ethics Risk Register and Mitigation Strategy.

2. OVERVIEW OF HUMAN RESOURCES

Number of posts in the establishment increased from 474 in the 2020/21 financial year to 475 in the 2021/22 financial year, and 443 of these were filled posts.

The department spent 99.7% (284.1 million) of the final CoE's budget allocation of R284.9 million. The original CoE's budget (280.7 million) at 1 April 2021 was increased by National Treasury with around R4.2 million.

As at 31 March 2022, the department had a total of 40 employees employed additional to the establishment which included 33 graduate interns compared to 57 employees employed additional to the establishment during the 2020/21 financial year, which included 47 graduate interns.

The vacancy rate was reduced from 8.44% in 2020/21 financial year to 6.74% in the 2021/22 financial year. Three DDG posts were filled. Two other SMS posts were filled as follows: One Chief Director and one Director.

The department made progress in retaining talented employees despite the capacity constraints challenges it is facing. Internal appointments increased from 25 employees in the 2020/21 financial year to 28 employees in the 2021/22 financial year. The increase in internal appointments was due to the appointment of 13 graduate interns into permanent positions within the department.

The turnover rate decreased from 6.09% in the 2020/21 financial year to 5.95% in the 2021/22 financial year. Twenty-six (26) employees terminated their services, with 24 being due to resignations. The department lost two employees due to death, one official was dismissed, one official was discharged due to ill health, four employees retired, 12 employees resigned while six employees transferred to other departments. A total of 31 employees were terminated due to contract expiry.

Representation of females at SMS level (levels 13-14) remained at 54% in the 2021/22 financial year. The department earmarked certain positions and targeted designated groups are projected so as to address the identified under-represented designated groups.

The department met the 2% national target in the previous reporting periods and the percentage of persons with disabilities has been maintained at 3.16% at the end of the financial year, exceeding the national target with 1.16%. As at 31 March 2022, EE representation within the department was as follows: African males (36%), African females (50%), Coloured males (2%), Coloured females (3%), Indian males (1%), Indian females (2%), White males and (2%) White females 3%.

The department maintained 100% of senior managers who signed performance agreements during the reporting period. Some 177 employees received performance rewards for the 2020/21 performance cycle compared to 210 employees in the previous performance cycle (2019/20). Of the 177 employees who received performance rewards, 150 were from levels 1-12 and 27 were members of the SMS.

During the sick leave cycle from 1 January 2021 to 31 December 2021, a total number of 2 348 days were utilised for sick leave compared to 2 578 days utilised for sick leave during 2020 leave cycle. The number of employees who utilised sick leave were 348 compared to 359 employees in 2020. Fifty-two (52) employees exhausted their normal sick leave and thus entered into incapacity leave as compared to 22 during 2020.

The increase on utilisation of incapacity leave is also attributed to complications related to COVID-19 pandemic.



The department dealt with two (2) grievances during the financial year and both cases were resolved. Eight misconduct cases were recorded during the reporting period and two of these were finalised. Three disputes cases were lodged and they remain unresolved.

The WSP and the HRD Implementation Plan focussed on scarce and critical skills in line with 4IR, management development programmes, and mandatory training programmes whilst embracing e-Learning culture.

In total 281 employees attended training and development interventions in the following areas amongst others; Writing for Social Media; Communication Research; Business Intelligence; Video Editing; Proofreading and Editing;

Photography; Media Monitoring and Analysis; Advertising and Marketing; Effective Communication; Digital Marketing; AMDP; Emerging Management Development Programme; BCM; Project and Programme Management.

Thirty-seven (37) new entrants into the Public Service were enrolled on the Compulsory Induction Programme (CIP) and 76% (28 of 37) have completed the programme. Twenty-two (22) graduate interns were placed in the department.

EHW Implementation Plans were successfully implemented and primarily focusing on creating awareness for COVID-19, HIV and AIDS, health and wellness through internal communication platforms. As part of the Health and Wellness Preventative



Programme, health-screening sessions were coordinated for employees to be assessed on body mass index, waist circumference, blood pressure, cholesterol levels, blood sugar levels, voluntary HCT, neck and shoulder massage. Condoms were distributed throughout the department. Through the appointed health and wellness service provider, psychosocial counselling services were provided to employees requiring the service.

The GCIS Gender Equality and Job Access Strategic Framework Implementation Plan were successfully implemented. Focus was on empowering women, employees with disabilities (EWD), creating awareness on GBVF and promoting reasonable accommodation for EWD.

3. HUMAN RESOURCES OVERSIGHT STATISTICS

3.1. Personnel-related expenditure

The following tables summarises the final audited personnel related expenditure by programme and by salary bands. In particular, it provides an indication of the following:

- amount spent on personnel
- amount spent on salaries, overtime, homeowner's allowances (HOA) and Medical Aid.

Table 3.1.1 Personnel expenditure by programme for the period 1 April 2021 and 31 March 2022.

Programme	Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Professional and special services expenditure (R'000)	Personnel expenditure as a % of total expenditure	Average personnel cost per employee (R'000)
Administration	189 482	80 424	0	0	42,44	522
Content Processing and Dissemination	440 069	97 727	0	0	22,20	656
Intergovernmental Coordination and Stakeholder Management	125 453	106 042	0	0	84,50	592
Total	755 004	284 192	0	0	37,60	588

Table 3.1.2 Personnel costs by salary band for the period 1 April 2021 and 31 March 2022.

Salary band	Personnel expenditure (R'000)	% of total personnel cost	No. of employees	Average personnel cost per employee (R'000)
Lower skilled (levels 1-2)	222	0,08	2	111
Skilled (levels 3-5)	10 296	3,62	44	234
Highly skilled production (levels 6-8)	55 336	19,47	139	398
Highly skilled supervision (levels 9-12)	143 850	50,62	204	705
Senior and Top Management (levels 13-16)	65 797	23,15	54	1 218
Contract (levels 3-5)	0	0	0	0
Contract (levels 6-8)	1 828	0,64	5	366
Contract (levels 9-12)	1 818	0,64	2	909
Contract other	5 045	1,8	33	153
Periodical remuneration	0	0	0	0
Total	284 192	100	483	588

Table 3.1.3 Salaries, Overtime, HOA and Medical Aid by programme for the period 1 April 2021 to 31 March 2022.

Programme	Salaries		Overtime		HOA		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as a % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
Corporate Services	68 274	84,89	286	0,40	1 940	2,41	3 069	3,82
Content Processing and Dissemination	83 723	85,67	717	0,73	1556	1,59	3 407	3,48
Intergovernmental Coordination and Stakeholder Management	90 281	85,14	0	0,00	2 106	1,99	4 040	3,81
Total	242 278	85,25	1 002	0,35	5 602	1,97	10 516	3,7

Table 3.1.4 Salaries, Overtime, HOA and Medical Aid by salary band for the period 1 April 2021 to 31 March 2022.

Salary band	Salaries		Overtime		HOA		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as a % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
Skilled (levels 1-2)	189	0.07	3	0.00	0.00	0,00	11	0.00
Skilled (levels 3-5)	7 753	2.73	23	0.01	617	0.22	986	0.35
Highly skilled production (levels 6-8)	43 816	15.42	385	0.14	2 335	0.82	3 875	1.36
Highly skilled supervision (levels 9-12)	122 577	43.13	530	0.19	2 217	0.78	5 076	1.79
SMS (levels 13-16)	59 379	20.89	0.00	0	433	0.15	568	0.20
Contract (levels 6-8)	1 801	0.63	26	0.01	0.00	0,00	0.0	0,00
Contract (levels 9-12)	1755	0.62	6	0.00	0.00	0,00	0.0	0,00
Contract other	5 008	1.76	29	0.01	0.00	0,00	0.0	0,00
Total	242 277	85	1 002	0	5 602	1,97	10 516	3,70

3.2. Employment and vacancies

The tables in this section summarise the position with regard to employment and vacancies.

Table 3.2.1 Employment and vacancies by programme as on 31 March 2022.

Programme	Number of posts on approved establishment	Number of posts filled	Vacancy rate	Number of employees additional to the establishment
Administration	149	141	5.37%	13
Content Processing and Dissemination	150	137	8.67%	13
Intergovernmental Coordination and Stakeholder Management	176	165	8.36%	14
Total	475	443	6.74%	40

Table 3.2.2 Employment and vacancies by salary band as on 31 March 2022.

Salary band	Number of posts on approved establishment	Number of posts filled	Vacancy rate	Number of employees additional to the establishment
Lower skilled (levels 1-2)	2	2	100%	33
Skilled (levels 3-5)	47	46	2.13%	0
Highly skilled production (levels 6-8)	147	138	6.12%	5
Highly skilled supervision (levels 9-12)	220	203	7.73%	2
Senior and Top Management (levels 13-16)	59	54	8.47%	0
Total	475	443	6.74%	40

Table 3.2.3 Employment and vacancies by critical occupations as on 31 March 2022.

Critical occupation	Number of posts on approved establishment	Number of posts filled	Vacancy rate	Number of employees additional to the establishment
Administrative related, Permanent	7	6	14.29%	1
Cleaners in offices workshops hospitals etc., Permanent	4	3	25%	0
Client inform clerks (switchboard receipt inform clerks), Permanent	3	3	0%	0

Communication and information related, Permanent	189	173	8.47%	2
Finance and economics related, Permanent	8	8	0%	0
Financial and related professionals, Permanent	12	11	8.33%	0
Financial clerks and credit controllers, Permanent	5	5	0%	0
Food services aids and waiters, Permanent	8	8	0%	0
HR and organisational development and related professionals, Permanent	7	7	0%	0
HR clerks, Permanent	9	9	0%	0
HR related, Permanent	6	6	0%	0
Language practitioners interpreters and other communication, Permanent	31	28	9.68%	3
Library mail and related clerks, Permanent	2	2	0%	0
Light vehicle drivers, Permanent	2	2	0%	0
Logistical support personnel, Permanent	3	3	0%	0
Material-recording and transport clerks, Permanent	13	13	0%	0
Messengers porters and deliverers, Permanent	4	4	0%	0
Other administration and related clerks and organisers, Permanent	21	21	0%	0
Other administrative policy and related officers, Permanent	10	9	10%	0
Other information technology personnel, Permanent	13	12	7.69%	0
Printing and related machine operators, Permanent	0	0	0%	0
Secretaries and other keyboard operating clerks, Permanent	52	49	5.77%	1
Security officers, Permanent	2	2	0%	0
Senior managers, Permanent	59	54	9.26%	0
Trade labourers, Permanent	5	5	0%	0
Basic training	5tal	1tal	1tal	tal
Non-permanent	0	0	0	33
Total	475	443	6.74%	40

3.3. Filling of SMS posts

Table 3.3.1 SMS post information as on 31 March 2022.

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
DG/Head of Department (HoD) (Salary level 16)	1	1	100%	0	0%
Salary level 15	3	3	100%	0	0%
Salary level 14	14	13	92.86%	1	7.14%
Salary level 13	41	37	90.24%	4	9.76%
Total	59	54	91.53%	5	8.47%

Table 3.3.2 SMS post information as on 30 September 2021.

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
DG/HoD (Salary level 16)	1	1	100%	0	0%
Salary level 15	3	0	0%	3	100%
Salary level 14	14	13	92.86%	1	7.14%
Salary level 13	40	37	92.50%	3	7.50%
Total	58	51	87.93%	7	12.07%





Table 3.3.3 Advertising and filling of SMS posts for the period 1 April 2021 to 31 March 2022.

SMS Level	Advertising	Filling of posts	
	Number of vacancies per level advertised in six months of becoming vacant	Number of vacancies per level filled in six months of becoming vacant	Number of vacancies per level not filled in six months but filled in 12 months
DG/HoD	0	0	0
Salary level 16	0	0	0
Salary level 15	3	0	3
Salary level 14	1	1	0
Salary level 13	2	2	0
Total	6	3	3

Table 3.3.4 Reasons for not having complied with the filling of funded vacant SMS - Advertised within six months and filled within 12 months after becoming vacant for the period 1 April 2021 to 31 March 2022.

Reasons for vacancies not advertised within six months.
None

Reasons for vacancies not filled within 12 months.
Changes in leadership positions (Cabinet reshuffle).

Table 3.3.5 Disciplinary steps taken for not complying with the prescribed time frames for filling SMS posts within 12 months for the period 1 April 2021 to 31 March 2022.

Reasons for vacancies not advertised within six months.
None
Reasons for vacancies not filled within six months.
Changes in leadership positions (Cabinet reshuffle).

3.4. Job evaluation

Table 3.4.1 Job evaluation by salary band for the period 1 April 2021 to 31 March 2022.

Salary band	Number of posts on approved establishment	Number of jobs evaluated	% of posts evaluated by salary bands	Posts upgraded		Posts downgraded	
				Number	% of posts evaluated	Number	% of posts evaluated
Lower skilled (levels 1-2)	0	0	0	0	0	0	0
Skilled (levels 3-5)	0	0	0	0	0	0	0
Highly skilled production (levels 6-8)	0	0	0	0	0	0	0
Highly skilled supervision (levels 9-12)	0	0	0	0	0	0	0
SMS Band A	0	0	0	0	0	0	0
SMS Band B	0	0	0	0	0	0	0
SMS Band C	0	0	0	0	0	0	0
SMS Band D	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0

The following table provides a summary of the number of employees whose positions were upgraded due to their post being upgraded. The number of employees might differ from the number of posts upgraded since not all employees are automatically absorbed into the new posts and some of the posts upgraded could also be vacant.

Table 3.4.2 Profile of employees whose positions were upgraded due to their posts being upgraded for the period 1 April 2021 to 31 March 2022.

Gender	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
Total	0	0	0	0	0

EWD

0

The following table summarises the number of cases where remuneration bands exceeded the grade determined by job evaluation. Reasons for the deviation are provided in each case.

Table 3.4.3 Employees with salary levels higher than those determined by job evaluation by occupation for the period 1 April 2021 to 31 March 2022.

Total number of employees whose salaries exceeded the grades determine by job evaluation	0
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Table 3.4.4 Profile of employees who have salary levels higher than those determined by job evaluation for the period 1 April 2021 to 31 March 2022.

Total number of employees whose salaries exceeded the grades determine by job evaluation	0
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3.5. Employment changes

This section provides information on changes in employment over the financial year. Turnover rates provide an indication of trends in the employment profile of the department. The following tables provide a summary of turnover rates by salary band and critical occupations (see definition in notes below).

Table 3.5.1 Annual turnover rates by salary band for the period 1 April 2021 to 31 March 2022.

Salary band	Number of employees at beginning of period-1 April 2021	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Lower skilled (levels 1-2)	0	2	0	0
Skilled (levels 3-5)	40	7	0	0
Highly skilled production (levels 6-8)	138	8	11	8
Highly skilled supervision (levels 9-12)	208	6	12	5
SMS Band A	36	0	2	5
SMS Band B	14	1	1	7
SMS Band C	0	2	0	0
SMS Bands D	1	0	0	0
Total for permanent	437	26	26	4
Contracts	45	27	31	68
Total	482	53	57	11

Table 3.5.2 Annual turnover rates by critical occupation for the period 1 April 2021 to 31 March 2022.

Critical occupation	Number of employees at beginning of period-April 2021	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Administrative related, Permanent	55	5	9	16,40
Cleaners in offices workshops hospitals etc., Permanent	3	0	0	0,00
Client inform clerks (switchboard receipt inform clerks), Permanent	3	0	0	0,00
Communication and information related, Permanent	180	7	12	6,70
Finance and economics related, Permanent	10	0	1	10,00
Financial and related professionals, Permanent	29	2	3	10,30
Financial clerks and credit controllers, Permanent	3	1	1	33,30
Food services aids and waiters, Permanent	5	2	0	0,00
HR and organisational development and related professionals, Permanent	1	0	0	0,00
HR clerks, Permanent	4	2	0	0,00
HR related, Permanent	17	2	0	0,00
Language practitioners interpreters and other communication, Permanent	28	4	5	17,90
Library mail and related clerks, Permanent	3	0	0	0,00
Light vehicle drivers, Permanent	2	0	0	0,00
Logistical support personnel, Permanent	0	0	0	0,00
Material-recording and transport clerks, Permanent	0	1	0	0,00
Messengers porters and deliverers, Permanent	4	0	0	0,00
Other administration and related clerks and organisers, Permanent	15	3	0	0,00
Other administrative policy and related officers, Permanent	2	0	0	0,00
Other IT personnel, Permanent	13	0	0	0,00

Printing and related machine operators, Permanent	2	0	0	0,00
Secretaries and other keyboard operating clerks, Permanent	0	0	0	0,00
Security officers, Permanent	2	0	0	0,00
Senior managers, Permanent	52	3	3	5,80
Trade labourers, Permanent	4	0	0	0,00
Basic training Non-permanent	45	21	23	51,10
Total	482	53	57	11,83

The table below identifies the major reasons why staff left the department.

Table 3.5.3 Reasons why staff left the department for the period 1 April 2021 to 31 March 2022.

Termination Type	Number	% of total resignations
Death	2	3,50
Resignation	12	21.05
Expiry of contract	31	54.39
Dismissal – operational changes	0	0,00
Dismissal – misconduct	1	1,80
Dismissal – inefficiency	0	0,00
Discharged due to ill-health	1	1,80
Retirement	4	3,50
Transfer to other Public Service departments	6	10,50
Other	0	0
Total	57	100,00
Total number of employees who left as a % of total employment	11,83	

Table 3.5.4 Promotions by critical occupation for the period 1 April 2021 to 31 March 2022.

Critical occupation	Employees 1 April 2021	Promotions to another salary level	Salary level promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progression as a % of employees by occupation
Administrative related, Permanent	55	6	10,90	54	98,20
Cleaners in offices workshops hospitals etc., Permanent	3	0	0,00	2	66,70
Client inform clerks (switchboard receipt inform clerks), Permanent	3	0	0,00	3	100,00
Communication and information related, Permanent	180	0	0,00	180	100,00
Finance and economics related, Permanent	10	0	0,00	10	100,00
Financial and related professionals, Permanent	29	1	3,40	28	96,60
Financial clerks and credit controllers, Permanent	3	0	0,00	2	66,70
Food services aids and waiters, Permanent	5	0	0,00	5	100,00
HR and organisational development and related professionals, Permanent	1	0	0,00	1	100,00
HR clerks, Permanent	4	1	25,00	4	100,00
HR related, Permanent	17	1	5,90	17	100,00
Language practitioners interpreters and other communication, Permanent	28	1	3,60	28	100,00
Library mail and related clerks, Permanent	3	0	0,00	2	66,70
Light vehicle drivers, Permanent	2	0	0,00	2	100,00
Logistical support personnel, Permanent	0	0	0,00	0	0,00
Material-recording and transport clerks, Permanent	0	0	0,00	5	0,00
Messengers porters and deliverers, Permanent	4	0	0,00	5	125,00
Other administration and related clerks and organisers, Permanent	15	0	0,00	15	100,00
Other administrative policy and related officers, Permanent	2	1	50,00	1	50,00

Other information technology personnel, Permanent	13	1	7,70	13	100,00
Printing and related machine operators, Permanent	2	0	0,00	2	100,00
Secretaries and other keyboard operating clerks, Permanent	0	0	0,00	0	0,00
Security officers, Permanent	2	0	0,00	2	100,00
SMS, Permanent	52	3	5,80	51	98,10
Trade labourers, Permanent	4	0	0,00	2	50,00
Total	437	15	3,40	434	99,30

Table 3.5.5 Promotions by salary band for the period 1 April 2021 to 31 March 2022.

Salary Band	Employees 1 April 2021	Promotions to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progression as a % of employees by salary bands
Lower skilled (levels 1-2)	0	0	0,00	2	0,00
Skilled (levels 3-5)	40	1	2,50	43	107,50
Highly skilled production (levels 6-8)	138	5	3,60	131	94,90
Highly skilled supervision (levels 9-12)	208	6	2,90	207	99,50
Senior Management (levels 13-16)	51	3	5,90	51	100,00
Total	437	15	3,40	434	99,30

3.6. Employment Equity

Table 3.6.1 Total number of employees (including EWD) in each of the following occupational categories as on 31 March 2022.

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	18	1	1	4	20	3	5	2	54
Professionals	103	8	1	1	125	4	5	10	257

Technicians and associate professionals	27	1	1	0	32	0	0	0	61
Clerks	22	2	1	0	55	5	1	2	88
Service and sales workers	0	0	0	0	0	0	0	0	0
Labourer and related workers	7	0	0	0	10	2	0	1	20
Craft and related trades workers	0	0	0	0	0	0	0	0	0
Plant and machine operators and assemblers	3	0	0	0	0	0	0	0	3
Elementary occupations	0	0	0	0	0	0	0	0	0
Total	180	12	4	5	242	14	11	15	483
EWD	8	1	0	1	4	0	0	0	14

Table 3.6.2 Total number of employees (including EWD) in each of the following occupational bands as on 31 March 2022.

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management, Permanent	0	0	0	1	3	0	0	0	4
Senior Management, Permanent	18	1	1	3	17	3	5	2	50
Professionally qualified and experienced specialists and mid-management, Permanent	79	7	2	3	97	4	3	8	203
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	42	3	0	0	84	4	2	3	138
Semi-skilled and discretionary decision-making, Permanent	22	0	0	0	21	3	0	0	46
Unskilled and defined decision-making	0	0	0	0	0	1	0	1	2

Contract (SMS)	0	0	0	0	0	0	0	0	0
Contract (Professionally qualified)	1	0	0	0	0	1	0	0	2
Contract (Skilled, Technical)	2	0	0	0	3	0	0	0	5
Basic Training	16	1	1	0	15	0	0	0	33
Total	180	12	4	7	240	16	10	14	483

Table 3.6.3 Recruitment for the period 1 April 2021 to 31 March 2022.

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	1	0	0	0	1
Senior Management	0	0	0	0	2	0	0	0	2
Professionally qualified and experienced specialists and mid-management	11	2	1	1	15	0	0	0	30
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	4	0	0	0	6	0	0	0	10
Semi-skilled and discretionary decision-making	3	0	0	0	3	1	0	0	7
Unskilled and defined decision-making	0	0	0	0	0	1	0	1	2
Basic training and contracts	3	0	0	0	3	0	1	0	7
Total	21	2	1	1	30	2	1	1	59
EWD	1	1	0	0	1	0	0	0	3

Table 3.6.4 Promotions for the period 1 April 2021 to 31 March 2022.

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	1	1	0	0	0	2
Senior Management	0	0	0	0	0	0	1	0	1
Professionally qualified and experienced specialists and mid-management	3	0	0	0	2	0	1	0	6
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	3	0	0	0	1	0	0	0	4
Semi-skilled and discretionary decision-making	1	0	0	0	1	0	0	0	2
Unskilled and defined decision-making	0	0	0	0	0	0	0	0	0
Total Permanent	7	0	0	1	5	0	2	0	15
EWD	0	0	0	0	0	0	0	0	0

Table 3.6.5 Terminations for the period 1 April 2021 to 31 March 2022.

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management	0	0	0	0	0	0	0	0	0
Senior Management	1	0	0	0	2	0	0	0	3
Professionally qualified and experienced specialists and mid-management	10	0	0	0	11	1	0	0	22
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	3	0	0	0	4	0	1	1	9
Semi-skilled and discretionary decision-making	0	0	0	0	0	0	0	0	0
Unskilled and defined decision-making	0	0	0	0	0	0	0	0	0
Basic training and contracts	9	0	0	0	12	2	0	0	23
Total	23	0	0	0	29	3	1	1	57
EWD	0	0	0	0	0	0	0	0	0

Table 3.6.6 Disciplinary action for the period 1 April 2021 to 31 March 2022.

Disciplinary action	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Misconduct cases	4	0	0	0	4	0	0	0	8
Total	4	0	0	0	4	0	0	0	8

Table 3.6.7 Skills development for the period 1 April 2021 to 31 March 2022.

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	23	0	0	0	29	1	0	0	53
Professionals	50	3	0	0	75	3	1	9	141
Technicians and associate professionals	9	1	0	0	11	0	0	0	21
Clerks	20	0	0	0	71	0	0	0	91
Service and sales workers	9	0	0	0	0	0	0	0	9
Skilled agriculture and fishery workers	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	0	0	0	0	0	0
Plant and machine operators and assemblers	0	0	0	0	1	0	0	0	1
Elementary occupations	0	0	0	0	2	0	0	0	2
Total	111	4	0	0	189	4	1	9	318
EWD	03	00	00	00	01	00	00	00	04

3.7. Signing of performance agreements by SMS members

Table 3.7.1 Signing of performance agreements by SMS members as on 31 May 2021.

SMS Level	Total number of funded SMS posts	Total number of SMS members	Total number of signed performance agreements	Signed performance agreements as % of total number of SMS members
DG/HoD	1	1	1	100.00%
Salary level 16	0	0	0	0%
Salary level 15	3	0	0	0.00%
Salary level 14	14	14	14	100.00%
Salary level 13	40	37	37	100.00%
Total	58	52	52	100.00%

Table 3.7.2 Reasons for not having concluded performance agreements for all SMS members as on 31 May 2021.

Reasons
None

Table 3.7.3 Disciplinary steps taken against SMS members for not having concluded performance agreements as on 31 March 2022.

Reasons
None

3.8. Performance rewards

To encourage good performance, the department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, disability, salary bands and critical occupations (see definition in notes below).

Table 3.8.1 Performance rewards by race, gender and disability for the period 1 April 2021 to 31 March 2022.

Race and Gender	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% of total within group	Cost (R'000)	Average cost per employee
African					
Male	58	156	37,20%	447	7
Female	85	202	42,10%	625	7
Coloured					
Male	3	12	42,90%	38	10
Female	6	14	25,00%	63	12
Indian					
Male	3	3	100,00%	52	17
Female	5	10	50,00%	51	10
White					
Male	4	7	57,10%	65	16
Female	7	15	46,70%	65	9
Total	177	419	42,20%	1 436	8

Table 3.8.2 Performance rewards by salary band for personnel below SMS for the period 1 April 2021 to 31 March 2022.

Salary band	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within salary bands	Total cost (R'000)	Average cost per employee	
Lower Skilled (Levels 1-2)	0	2	0	0	0,00	0,0%
Skilled (level 3-5)	18	44	40	53	2 949,00	1,8%
Highly skilled production (level 6-8)	44	133	33	202	4 611,00	4,4%
Highly skilled supervision (level 9-12)	88	189	46	752	8 556,00	8,8%
Total	150	368	40	1 008	6 726,00	15,0%

Table 3.8.3 Performance rewards by critical occupation for the period 1 April 2021 to 31 March 2022.

Critical occupation	Beneficiary Profile			Cost	
	Number of beneficiaries	Number of employees	% of total within occupation	Total cost (R'000)	Average cost per employee
Administrative related	18	50	36.73	97,0	5 443,00
Cleaners in offices workshops hospitals, etc.	1	3	50	1,5	1 549,00
Client inform clerks (switchboard receipt inform clerks)	2	3	66.66	8,3	4 151,00
Communication and information related	77	168	45.67	627,2	8 254,00
Finance and economics related	5	10	55.55	50,3	10 063,00
Financial and related professionals	9	29	50	-	0,00
Financial clerks and credit controllers	0	3	0	66,5	0,00
Food services aids and waiters	4	4	57.14	9	2 241,00
HR and organisational development, and related professionals	1	1	20	8,6	8 601,00
HR clerks	1	4	25	2,8	2 839,00
HR related	6	17	60	26,2	6 865,00

Language practitioners interpreters and other communication	4	28	17.39	16,4	4 609,00
Library mail and related clerks	2	3	100	7,9	3 929,00
Light vehicle drivers	0	2	0	0	0,00
Messengers porters and deliverers	3	5	36,00	8,1	2
Other administration and related clerks and organisers	10	15	33,30	50,4	5
Other administrative policy and related officers	1	2	66,70	15,1	15
Other information technology personnel	3	13	45,80	3,3	1
Printing and related machine operators	1	2	50,00	3,3	3
Security officers	1	2	31,00	3,3	3
Senior managers	27	51	0,00	427,24	14
Trade labourers	1	4	100,00	2,8	2
Total	177	419		1 435	5

Table 3.8.4 Performance-related rewards (cash bonus), by salary band for SMS for the period 1 April 2021 to 31 March 2022.

Salary band	Beneficiary Profile			Cost		Total cost as a % of the total personnel expenditure
	Number of beneficiaries	Number of employees	% of total within salary bands	Total cost (R'000)	Average cost per employee	
Band A	21	36	58,30	333	15 903,60	0,80
Band B	6	14	42,90	93	15 543,70	0,50
Band C	0	0	0,00	0	0,00	0,00
Band D	0	1	0,00	0	0,00	0,00
Total	27	51	52,90	427	15 823,60	0,60

3.9. Foreign workers

The tables below summarise the employment of foreign nationals in the department in terms of salary band and major occupation.

Table 3.9.1 foreign workers by salary band for the period 1 April 2021 to 31 March 2022.

Salary band	1 April 2021		31 March 2022		Change	
	Number	% of total	Number	% of total	Number	% Change
SMS (levels 13-14)	0	0	0	0	0	0
Professionals and managers (levels 9-12)	0	0	0	0	0	0
Total	0	0	0	0	0	0

Table 3.9.2 foreign workers by major occupation for the period 1 April 2021 to 31 March 2022.

Major occupation	1 April 2021		31 March 2022		Change	
	Number	% of total	Number	% of total	Number	% Change
SMS (levels 13-14)	0	0	0	0	0	0
Professionals and managers	0	0	0	0	0	0
Total	0	0	0	0	0	0

3.10. Leave utilisation*Table 3.10.1 Sick leave for the period 1 January 2021 to 31 December 2021.*

Salary band	Total days	% days with medical certification	Number of employees using sick leave	% of total employees using sick leave	Average days per employee	Estimated cost (R'000)
Lower skills (levels 1-2)	6,00	100,00	2,00	0,60	3,00	3
Skilled (levels 3-5)	142,00	85,20	27,00	7,80	5,00	110
Highly skilled production (levels 6-8)	705,00	78,40	106,00	30,50	7,00	986
Highly skilled supervision (levels 9-12)	1 114,00	88,50	143,00	41,10	8,00	2 807
SMS (levels 13-16)	243,00	84,80	33,00	9,50	7,00	1 164
Contract (levels 6-8)	43,00	79,10	10,00	2,90	4,00	34
Contract (levels 9-12)	15,00	73,30	5,00	1,40	3,00	33
Basic training	80,00	75,00	22,00	6,30	4,00	34
Total	2 348,00	84,20	348,00	100,00	7,00	5 171

Table 3.10.2 Disability leave (temporary and permanent) for the period 1 January 2021 to 31 December 2021.

Salary band	Total days	% days with medical certification	Number of employees using disability leave	% of total employees using disability leave	Average days per employee	Estimated cost (R'000)
Lower skilled (levels 1-2)	0,00	0,00	0	0,00	0,00	0
Skilled (levels 3-5)	0,00	0,00	0	0,00	0,00	0
Highly skilled production (levels 6-8)	488,00	100,00	8	21,10	61,00	701
Highly skilled supervision (levels 9-12)	300,00	100,00	20	52,60	15,00	768
SMS (levels 13-16)	60,00	100,00	6	15,80	10,00	294
Contract (levels 6-8)	0,00	0,00	0	0,00	0,00	0
Contract (levels 9-12)	9,00	100,00	3	7,90	3,00	19
Basic training	5,00	100,00	1	2,60	5,00	2
Total	862,00	100,00	38	100,00	23,00	1 785

Table 3.10.3 Annual Leave for the period 1 January 2021 to 31 December 2021.

Salary band	Total days taken	Average number of employees using annual leave	Average per employee
Lower skilled (levels 1-2)	3,00	3,00	1,00
Skilled (levels 3-5)	796,00	19,00	41,00
Highly skilled production (levels 6-8)	3 316,25	23,00	142,00
Highly skilled supervision (levels 9-12)	5 259,00	24,00	217,00
SMS (levels 13-16)	1 387,00	27,00	51,00
Contract (levels 6-8)	184,00	11,00	17,00
Contract (levels 9-12)	47,00	9,00	5,00
Basic training	640,00	12,00	53,00
Total	11 632,25	22,00	527,00

Table 3.10.4 Capped leave for the period 1 January 2021 to 31 December 2021.

Salary band	Total days of capped leave taken	Number of employees using capped leave	Average number of days taken per employee	Average capped leave per employee as on 31 March 2021
Lower skilled (levels 1-2)	0,00	0,00	0,00	0,00
Skilled (levels 3-5)	0,00	0,00	0,00	51,00
Highly skilled production (levels 6-8)	0,00	0,00	0,00	24,00
Highly skilled supervision (levels 9-12)	0,00	0,00	0,00	26,00
Senior management (levels 13-16)	0,00	0,00	0,00	40,00
Total	0,00	0,00	0,00	31,00

The following table summarise payments made to employees as a result of leave that was not taken.

Table 3.10.5 Leave pay-outs for the period 1 April 2021 to 31 March 2022.

Reason	Total amount (R'000)	Number of employees	Average per employee (R'000)
Leave payout for 2020/21 due to non-utilisation of leave for the previous cycle	0,00	0,00	0,00
Capped leave payouts on termination of service for 2021/22	440	4	110
Current leave payout on termination of service for 2021/22	830	44	19
Total	1 270	48	27

3.11. HIV and AIDS and health promotion programmes

Table 3.11.1 Steps taken to reduce the risk of occupational exposure.

Units/categories of employees identified to be at high risk of contracting HIV and AIDS related diseases (if any)	Key steps taken to reduce the risk
None	N/A

Table 3.11.1 Steps taken to reduce the risk of occupational exposure.

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the PSR of 2001? If so, provide her/his name and position.	X		Director: Ms Thabile Zuma
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	X		- Six - R375 000.00
3. Has the department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of this programme.	X		- EHW service provider appointed - Health screenings sessions - Wellness Bulletin - Physical Wellness Programme.

4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the PSR of 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	X	- Ms Nomonde Mnukwa – Chairperson: DDG: Corporate Services - Ms Linda Kaseke – Deputy Chairperson: Chief Director: HR. <u>Members:</u> - Ms Thabile Zuma-Pr1 - Mr Avhasei Tshirangwana-Pr1 - Mr Xikombiso Khosa-Pr1 - Mr Kolani Neba-Pr1 - Ms Middah Spaumer-Pr1 - Mr Calvin Augustine-Pr2 - Mr Thabo Myendeki-Pr3 - Mr Niko Allie-Pr2 - Ms Annalie Language-Pr2 - Ms Delia Rossouw-Pr3.
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	X	HIV and AIDS and other diseases policy
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	X	- The department has a policy on HIV and AIDS and other diseases policy and it addresses matters of discrimination. - Awareness is created on matters relating to HIV and AIDS. - Condoms are distributed.
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have achieved.	X	- Health screenings include HIV counselling and testing. 115 employees tested for HIV and results were negative.
8. Has the department developed measures/indicators to monitor and evaluate the impact of its health promotion programme? If so, list these measures/indicators.	X	- The EHW committee monitors and evaluates the impact of the health programmes. - Report from the EHW service provider is monitored and recommendations are implemented.

3.12. Labour relations*Table 3.12.1 Collective agreements for the period 1 April 2021 to 31 March 2022.*

Total number of collective agreements	0
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The following table summarises the outcome of disciplinary hearings conducted within the department for the year under review.

Table 3.12.2 Misconduct and disciplinary hearings finalised for the period 1 April 2021 to 31 March 2022.

Outcomes of disciplinary hearings	Number	% of total
Correctional counselling	0	0%
Verbal warning	0	0%
Written warning	1	33.33%
Final written warning	0	0%
Suspended without pay	0	0%
Fine	0	0%
Demotion	0	0%
Dismissal	1	33.33%
Not guilty	0	0%
Case withdrawn	1	33.33%
Total	3	100%

If there were no agreements, keep the heading and replace the table with the following:

Total number of disciplinary hearings finalised	1
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Table 3.12.3 Types of misconduct addressed at disciplinary hearings for the period 1 April 2021 to 31 March 2022.

Type of misconduct	Number	% of total
Unprofessional, disrespectful and discriminatory behaviour	0	0
Total	0	0

Table 3.12.4 Grievances logged for the period 1 April 2021 to 31 March 2022.

Grievances	Number	% of Total
Number of grievances resolved	2	100
Number of grievances not resolved	0	0
Total number of grievances lodged	2	100

Table 3.12.5 Disputes logged with councils for the period 1 April 2021 to 31 March 2022.

Grievances	Number	% of Total
Disputes	Number	% of Total
Number of disputes upheld	0	0%
Number of disputes dismissed	1	25%
Pending disputes	3	75%
Total number of disputes lodged	4	100%

Table 3.12.6 Strike actions for the period 1 April 2021 to 31 March 2022.

Total number of persons working days lost	0
Total costs working days lost	0
Amount recovered as a result of no work no pay (R'000)	0

Table 3.12.7 Precautionary suspensions for the period 1 April 2021 to 31 March 2022.

Number of people suspended	0
Number of people whose suspension exceeded 30 days	0
Average number of days suspended	0
Cost of suspension (R'000)	0

3.13. Skills development*Table 3.13.1 Training needs identified for the period 1 April 2021 to 31 March 2022.*

Occupational category	Gender	Number of employees as at 1 April 2021	Training needs identified at start of the reporting period			
			Learnerships	Skills programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	30	0	73	0	73
	Male	24	0	33	0	33
Professionals	Female	144	0	157	0	157
	Male	113	0	94	0	94
Technicians and associate professionals	Female	32	0	10	0	10
	Male	29	0	8	0	8
Clerks	Female	63	0	54	0	54
	Male	25	0	30	0	30
Service and sales workers	Female	0	0	1	0	1
	Male	0	0	2	0	2
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	2	0	2
	Male	3	0	2	0	2
Elementary occupations	Female	2	0	2	0	2
	Male	0	0	2	0	2
Subtotal	Female	205	0	299	0	299
	Male	282	0	171	0	171
Total		485	0	470	0	470

3.14. Injury on duty

The following tables provide basic information on injury on duty.

Table 3.14.1 Injury on duty for the period 1 April 2021 to 31 March 2022.

Nature of injury on duty	Number	% of total
Required basic medical attention only	0	0
Temporary Total Disablement	0	0
Permanent Disablement	0	0
Fatal	0	0
Total	0	0

3.15. Utilisation of consultants

Table 3.15.1 Report on consultant appointments using appropriated funds for the period 1 April 2021 to 31 March 2022.

Project title	Total number of consultants that worked on project	Duration (work days)	Contract value in Rand
None	0	0	0

Total number of projects	Total individual consultants	Total duration work days	Total contract value in Rand
None	0	0	0

Table 3.15.2 Analysis of consultant appointments using appropriated funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2021 to 31 March 2022.

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
None	0	0	0

Table 3.15.3 Report on consultant appointments using donor funds for the period 1 April 2021 to 31 March 2022.

Project title	Total Number of consultants that worked on project	Duration (Work days)	Donor and contract value in Rand
None	0	0	0

Total number of projects	Total individual consultants	Total duration Work days	Total contract value in Rand
None	0	0	0

Table 3.15.4 Analysis of consultant appointments using donor funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2021 to 31 March 2022.

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
None	0	0	0

3.16. Severance packages

Table 3.16.1 Granting of employee initiated severance packages for the period 1 April 2021 to 31 March 2022.

Salary band	Number of applications received	Number of applications referred to the MPSA	Number of applications supported by MPSA	Number of packages approved by department
Lower skilled (levels 1-2)	0	0	0	0
Skilled levels (levels 3-5)	0	0	0	0
Highly skilled production (levels 6-8)	0	0	0	0
Highly skilled supervision (levels 9-12)	0	0	0	0
Senior management (levels 13-16)	0	0	0	0



PART E:

FINANCIAL INFORMATION

Report of the Auditor-General to Parliament on Vote No. 4: GCIS

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the GCIS set out on pages 130 to 182, which comprise the appropriation statement, statement of financial position as at 31 March 2022, the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies as well as notes to the financial statements as set out on pages 167 to 182.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the GCIS as at 31 March 2022, and its financial performance and cash flows for the year then ended in accordance with MCS and the requirements of the PFMA of 1999.

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs).

My responsibilities under those standards are further described in the Auditor-General's responsibilities for the audit of the financial statements section of my report.

4. I am independent of the department in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter

6. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Revision of previously submitted financial statements

7. Note 23.1 to the financial statements indicates that during the 2021/22 audit, irregular expenditure amounting to R4,575 million which relates to extension and/or expansion of panels of service providers was identified and is under investigation.

Other matter

8. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited supplementary schedules

9. The supplementary information set out on pages 183 to 193 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion on them.

Responsibilities of the Accounting Officer for the financial statements

10. The Accounting Officer is responsible for the preparation and fair presentation of the financial statements in accordance with the MCS and the requirements of the PFMA of 1999, and for such internal control as the Accounting Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
11. In preparing the Accounting Officer is responsible for assessing the department's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the department or to cease operations, or has no realistic alternative but to do so.

Auditor-General's responsibilities for the audit of the financial statements

12. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

13. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the annual performance report

14. In accordance with the Public Audit Act (PAA), 2004 (Act 25 of 2004) and the general notice issued in terms thereof, I have a responsibility to report material findings on the usefulness and reliability of the reported performance information against predetermined objectives presented in the annual performance report. The Accounting Officer is responsible for the preparation of the annual performance report.

15. I performed procedures to evaluate the usefulness and reliability of the reported performance information on selected performance indicators in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice.

16. I performed the procedures in accordance with the AGSA audit methodology. This engagement is not an assurance engagement. Accordingly, I do not express an opinion or an assurance conclusion.

17. My procedures address the usefulness and reliability of the reported performance information on the selected performance indicators, which must be based on the department's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the department to enabled service delivery. My procedures do not extend to any disclosures or assertions relating to the extent of achievements in the current year or planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

18. I performed procedures to determine whether the reported performance information was properly presented and whether the performance

was consistent with the approved performance planning documents. I performed further procedures to determine whether the selected performance indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

19. I selected the following material performance indicators contained in content processing and dissemination presented in the department's annual performance report for the year ended 31 March 2022 set out on pages 46 to 52. I selected the indicators that measure the department's performance on its primary mandated functions and which are of significant national, community or public interest.

Performance indicators Programme 2 – Content Processing and Dissemination

Number of copies of *Vuk'uzenzele* newspaper produced.

Number of online editions of *Vuk'uzenzele* newspaper published annually.

Number of online editions of *PSM* magazine published annually.

News updates on key government programmes and activities (excluding public holidays, weekends and holiday periods).

Content updated daily on *www.gov.za* website as per items received (excluding public holidays, weekends and holiday periods).

Update social media accounts as per content received (excluding public holidays, weekends and holiday periods)
Percentage of opinion pieces produced (excluding public holidays, weekends and holiday periods)
Percentage of approved media-buying campaigns implemented
Number of GCIS print products distributed
Annual Transformation Report published as prescribed by legislation

20. I did not identify any material findings on the usefulness and reliability of the reported performance information for the selected material performance indicators.

Other matter

21. I draw attention to the matter below.

Achievement of planned targets

22. Refer to the annual performance report on pages 24 to 75 for information on the achievement of planned targets for the year and management's explanations provided for the under/over-achievement of targets.

Report on compliance with legislation

23. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the department's compliance with applicable legislation relating to financial matters, financial management and other related matters. The Accounting Officer is responsible for the department's compliance with legislation.
24. I performed procedures to test compliance with selected requirements in key legislation in accordance with the AGSA audit methodology. This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.
25. I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the department, clear to allow consistent measurement and evaluation, while also sufficiently detailed and adequately available to report in an understandable manner. The selection is done through an established AGSA process. The selected legislative requirements are as follows:

LEGISLATION	SECTIONS OR REGULATIONS
PFMA of 1999	Section 1 (Definition of irregular expenditure); Sections 38(1)(a)(iv); 38(1)(b); 38(1)(c)(i)-(ii); Sections 38(1)(d); 38(1)(h)(iii); 39(1)(a); 39(2)(a); Sections 40(1)(a) and (b); 40(1)(c)(i); Sections 43(4); 44; 45(b);
Treasury regulations	TR 4.1.1; 4.1.3; 5.1.1; 5.2.1; 5.2.3(a); 5.2.3(d); TR 5.3.1; 6.3.1(a) - (d); 6.4.1(b); 7.2.1; TR 8.1.1; 8.2.1; 8.2.2; 8.2.3; 8.4.1; 9.1.1; 9.1.4; TR 10.1.1(a); 10.1.2; 11.4.1; 11.4.2; 11.5.1; TR 12.5.1; TR 15.10.1.2(c); TR 16A3.2 (fairness); 16A3.2(a); 16A6.1; TR 16A6.2(a) and (b); 16A6.3(a) - (c); 16A6.3(e); TR 16A6.4; 16A6.5; 16A6.6; 16A7.1; 16A.7.3; TR 16A7.6; 16A.7.7; 16A8.3; 16A8.4; TR 16A9.1(d); 16A9.1(e); 16A9.1(f); 16A9.2(a)(ii); TR 17.1.1; 18.2; 19.8.4
Construction Industry Development Board (CIDB) Act, 2000 (Act 38 of 2000)	Section 18(1)

CIDB regulations	Regulations 17; 25(7A)
Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000)	Sections 1(i); 2.1(a),(b) and (f)
Preferential Procurement Regulations (PPR), 2011	Regulations 4.1; 4.3; 5.5; 6.1; 6.5; 7.1; Regulations 9.1; 9.5; 11.2; 11.5
PPR, 2017	Regulations 4.1; 4.2; 5.1; 5.3; 5.6; 5.7; Regulations 6.1; 6.2; 6.3; 6.5; 6.6; 6.8; Regulations 7.1; 7.2; 7.3; 7.5; 7.6; 7.8; Regulations 8.2; 8.5; 9.1; 10.1; 10.2; 11.1; 11.2
Prevention and Combating of Corrupt Activities Act, 2004 (Act 12 of 2004)	Section 34(1)
PSR, 2016	Regulations 18(1); 18(2); 25(1)(e)(i) and (iii)
State Information Technology Agency Act, 1998 (Act 88 of 1998)	Section 7(3)
NT SCM Instruction Note 05 of 2009/10	Par 3.3
NT SCM Instruction Note 04 of 2015/16	Par 3.4
NT SCM Instruction Note 03 of 2016/17	Par 8.1; 8.2; 8.3; 8.5
NT SCM Instruction Note 4A of 2016/17	Par 6
NT SCM Instruction Note 07 of 2017/18	Par 4.3
NT SCM Instruction note 03 of 2019/20 [Annexure A - Framework for Infrastructure Procurement and Delivery Management]	Par 5.5.1(vi); 5.5.1(x)
NT SCM Instruction Note 08 of 2019/20	Par 3.1.1; 3.6; 3.7.2; 3.7.6(i) - (iii)
NT SCM Instruction Note 03 of 2020/21	Par 3.6; 3.7; 5.1(i); 6.1; 6.3
NT SCM Instruction Note 05 of 2020/21	Par 3.2; 3.7; 4.3; 4.6; 4.8; 4.9; 5.3
Erratum NT SCM Instruction Note 05 of 2020/21	Par 1; 2
Second Amendment to NT SCM Instruction Note 05 of 2020/21	Par 1
NT Instruction Note 11 of 2020/21	Par 3.1; 3.4(b); 3.9
NT SCM Instruction Note 02 of 2021/22	Par 3.2.1; 3.2.4(a); 3.3.1; 4.1
SCM Practice Note 8 of 2007/08	Par 3.3.1; 3.3.3; 3.4.1; 3.5
SCM Practice Note 7 of 2009/10	Par 4.1.2

26. The material findings on compliance with the selected legislative requirements, presented per compliance theme, are as follows:

Procurement and contract management

27. Some of the goods and services of a transaction value above R1 million were procured without inviting competitive bids and deviations were approved by the Accounting Officer but it was practical to invite competitive bids, as required by Treasury Regulation 16A6.1 and paragraph 3.4.1 of Practice Note 8 of 2007/2008 and TR 16A6.4. This non-compliance was mainly identified in the procurement process which relates to the extension and/or expansion of panels of service providers.

Other information

28. The Accounting Officer is responsible for the other information. The other information comprises the information included in the annual report and the audit committee's report. The other information does not include the financial statements, the auditor's report and those selected material indicators in the scoped-in programme presented in the annual performance report that have been specifically reported in this auditor's report.

29. My opinion on the financial statements and material findings on the reported performance information and compliance with legislation

do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.

30. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the material indicators in the scoped-in programme presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

31. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

32. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matter reported below are limited to the significant

internal control deficiency that resulted in the finding on compliance with legislation included in this report.

33. Management's interpretation of procurement legislation pertaining to the extension and/or expansion of panels of service providers, was confirmed by National Treasury as incorrect and thus resulted in irregular expenditure.

Auditor - General

Pretoria
31 July 2022



**AUDITOR - GENERAL
SOUTH AFRICA**

Auditing to build public confidence

Annexure – Auditor-General's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected programmes and on the department's compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:
 - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
 - obtain an understanding of internal control relevant to the audit in order to design

audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the department's internal control.

- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Accounting Officer.
- conclude on the appropriateness of the Accounting Officer's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the GCIS to continue as a going concern.

If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a department to cease operating as a going concern.

- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Communication with those charged with governance

3. I communicate with the Accounting Officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also provide the Accounting Officer with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

VOTE4

ANNUAL FINANCIAL STATEMENTS for the period ended 31 March 2022

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Appropriation per programme								
2021/22							2020/21	
Voted funds and Direct charges	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. ADMINISTRATION	178 752	11 370	190 122	189 482	640	99,7%	179 454	177 791
2. CONTENT PROCESSING AND DISSEMINATION	451 775	(10 388)	441 387	440 069	1 318	99,7%	422 262	416 339
3. INTERGOVERNMENTAL COORDINATION AND STAKEHOLDER MANAGEMENT	126 903	(982)	125 921	125 453	468	99,6%	123 424	117 980
TOTAL	757 430	-	757 430	755 004	2 426	99,7%	725 140	712 110
Reconciliation with statement of financial performance								
Add:								
Departmental receipts			974				1 055	
Actual amounts per statement of financial performance (total revenue)			758 404				726 195	
Actual amounts per statement of financial performance (total expenditure)				755 004				712 110

Appropriation per economic classification								
2021/22							2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	504 664	-	504 664	503 199	1 465	99,7%	503 085	490 196
Compensation of employees	280 745	4 199	284 944	284 192	752	99,7%	276 999	267 574
Salaries and wages	245 869	3 564	249 433	248 883	550	99,8%	242 534	234 529
Social contributions	34 876	635	35 511	35 309	202	99,4%	34 465	33 045

Appropriation per economic classification								
2021/22							2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Goods and services	223 919	(4 199)	219 720	219 007	713	99,7%	226 086	222 622
Administrative fees	1 847	807	2 654	2 652	1	99,9%	2 492	2 488
Advertising	54 063	(6 181)	47 882	47 881	1	100,0%	60 331	57 563
Minor assets	283	855	1 138	1 136	3	99,7%	1 409	1 409
Audit costs: External	3 104	67	3 171	3 171	-	100,0%	2 753	2 753
Bursaries: Employees	458	486	944	944	-	100,0%	712	712
Catering: Departmental activities	736	(419)	317	321	(3)	101,0%	58	59
Communication (G&S)	10 805	1 414	12 219	12 199	20	99,8%	9 650	9 646
Computer services	16 368	1 164	17 532	17 531	1	100,0%	15 179	15 180
Consultants: Business and advisory services	484	876	1 360	1 361	(1)	100,0%	195	195
Legal services	299	(225)	74	74	-	100,0%	2 143	2 143
Contractors	2 440	(351)	2 089	2 089	-	100,0%	1 911	1 911
Agency and support / outsourced services	6 487	(2 901)	3 586	3 585	-	100,0%	5 776	5 776
Fleet services (including government motor transport)	2 219	(14)	2 205	2 204	1	100,0%	3 099	3 094
Consumable supplies	1 161	(616)	545	545	-	100,0%	934	934
Consumable: Stationery, printing and office supplies	4 467	(2 922)	1 545	1 546	(1)	100,1%	2 384	2 360
Operating leases	59 873	5 980	65 853	65 851	2	100,0%	63 133	63 133
Property payments	11 243	1 476	12 719	12 719	-	100,0%	10 870	10 870
Travel and subsistence	15 341	(2 077)	13 264	12 913	350	97,4%	11 369	11 368
Training and development	1 333	879	2 212	2 211	1	100,0%	830	830
Operating payments	30 713	(2 409)	28 304	27 964	339	98,8%	30 816	30 156
Venues and facilities	156	(76)	80	81	(1)	101,4%	10	10
Rental and hiring	41	(12)	29	29	-	100,0%	32	32

Appropriation per economic classification

2021/22							2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	247 747	-	247 747	247 689	58	100,0%	213 925	213 753
Departmental agencies & accounts	246 447	-	246 447	246 418	29	100,0%	211 848	211 823
Departmental agencies (non-business entities)	246 447	-	246 447	246 418	29	100,0%	211 848	211 823
Households	1 300	-	1 300	1 271	29	97,8%	2 077	1 930
Social benefits	1 300	-	1 300	1 271	29	97,8%	2 077	1 930
Payments for capital assets	5 019	-	5 019	4 002	1 017	79,7%	8 130	8 129
Building and other fixed structures	70	-	70	26	44	37,1%	46	45
Building	70	-	70	26	44	37,1%	46	45
Other fixed structures	-	-	-	-	-	-	-	-
Machinery and equipment	4 949	-	4 949	3 976	973	80,3%	8 084	8 084
Other machinery and equipment	4 949	-	4 949	3 976	973	80,3%	8 084	8 084
Software and other intangible assets	-	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	114	(114)	(100%)	-	32
TOTAL	757 430	-	757 430	755 004	2 426	99,7%	725 140	712 110

Programme 1 – Administration

2021/22							2020/21	
Subprogramme	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1.1 Departmental Management	7 941	(1 043)	6 898	6 824	74	98,9%	8 960	8 513
1.2 Corporate Services	56 946	3 702	60 648	60 276	372	99,4%	55 072	54 100
1.3 Financial Administration	39 583	1 705	41 288	41 164	124	99,7%	38 642	38 398
1.4 Internal Audit	10 618	(109)	10 509	10 440	69	99,3%	9 774	9 774
1.5 Office Accommodation	63 664	7 115	70 779	70 779	-	100,0%	67 006	67 006
TOTAL	178 752	11 370	190 122	189 482	640	99,7%	179 454	177 791

Appropriation per economic classification								
Programme 1 per Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	176 169	11 458	187 627	187 296	331	99,8%	174 705	173 055
Compensation of employees	78 101	2 600	80 701	80 424	277	99,7%	74 351	72 707
Salaries and wages	68 203	2 490	70 693	70 501	192	99,7%	64 873	63 679
Social contributions	9 898	110	10 008	9 923	85	99,1%	9 478	9 028
Goods and services	98 068	8 858	106 926	106 872	54	99,9%	100 354	100 348
Administrative fees	212	(87)	125	125	-	100,0%	102	102
Advertising	509	(265)	244	244	-	100,0%	307	307
Minor assets	43	935	978	977	1	99,9%	1 065	1 065
Audit costs: External	3 104	67	3 171	3 171	-	100,0%	2 753	2 753
Bursaries: Employees	458	486	944	944	-	100,0%	712	712
Catering: Departmental activities	207	(122)	85	86	(1)	100,7%	10	10
Communication (G&S)	2 440	(780)	1 660	1 659	1	99,9%	1 488	1 487
Computer services	12 176	3 097	15 273	15 273	1	100,0%	12 622	12 622
Consultants: Business and advisory services	482	(404)	78	78	-	100,0%	194	194
Legal services	299	(225)	74	74	-	100,0%	2 143	2 143
Contractors	1 285	(634)	651	650	-	100,0%	1 080	1 080
Agency and support / outsourced services	-	-	-	-	-	100,0%	50	50
Fleet services (including government motor transport)	257	69	326	326	-	100,0%	417	412
Consumable supplies	673	(386)	287	287	-	100,0%	728	729
Consumable: Stationery, printing and office supplies	1 072	(292)	780	781	-	100,0%	623	622
Operating leases	59 006	6 399	65 405	65 405	-	100,0%	62 491	62 491
Property payments	11 086	1 527	12 613	12 613	-	100,0%	10 757	10 757
Travel and subsistence	2 301	(1 149)	1 152	1 100	51	95,5%	1 359	1 359
Training and development	1 333	879	2 212	2 211	1	100,0%	830	830
Operating payments	1 110	(253)	857	856	-	100,0%	621	621

Appropriation per economic classification

2021/22							2020/21	
Programme 1 per Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Rental and hiring	16	(4)	12	12	-	100,0%	2	2
Transfers and subsidies	823	(88)	735	702	33	95,5%	831	813
Departmental agencies and accounts	55	-	55	36	19	65,5%	54	37
Departmental agencies	55	-	55	36	19	65,5%	54	37
Households	768	(88)	680	666	14	97,9%	777	776
Social benefits	768	(88)	680	666	14	97,9%	777	776
Payments for capital assets	1 760	-	1 760	1 484	276	84,3%	3 918	3 918
Buildings and other fixed structures	70	-	70	26	44	37,1%	-	-
Buildings	70	-	70	26	44	37,1%	-	-
Machinery and equipment	1 690	-	1 690	1 458	232	86,3%	3 918	3 918
Other machinery and equipment	1 690	-	1 690	1 458	232	86,3%	3 918	3 918
Payment for financial assets	-	-	-	-	-	-	-	-
TOTAL	178 752	11 370	190 122	189 482	640	99,7%	179 454	177 791

Subprogramme: 1.1: Departmental Management

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	7 941	(1 157)	6 784	6 732	52	99,2%	8 720	8 273
Compensation of employees	6 356	(261)	6 095	6 095	-	100,0%	5 921	5 474
Salaries and wages	4 896	681	5 577	5 577	-	100,0%	5 401	5 004
Social contributions	1 460	(942)	518	518	-	100,0%	520	470
Goods and services	1 585	(896)	689	636	53	92,4%	2 799	2 799

Subprogramme: 1.1: Departmental Management								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Administrative fees	29	(26)	3	3	-	100,0%	8	8
Minor assets	23	(10)	13	13	1	94,7%	4	4
Catering: Departmental activities	90	(86)	4	4	-	100,0%	1	1
Communication (G&S)	210	(63)	147	147	-	100,0%	167	167
Legal services	-	-	-	-	-	-	2 043	2 043
Contractors	-	1	1	1	-	100,0%	1	1
Fleet services (including government motor transport)	75	(20)	55	55	-	100,0%	63	63
Consumable supplies	73	(53)	20	20	-	100,0%	16	16
Consumable: Stationery, printing and office supplies	102	(90)	12	12	-	100,0%	3	3
Operating leases	74	(22)	52	52	-	100,0%	33	33
Travel and subsistence	838	(487)	351	300	52	85,3%	452	452
Operating payments	70	(40)	30	30	-	100,0%	8	8
Transfers and subsidies	-	-	-	-	-	-	-	-
Households	-	-	-	-	-	-	-	-
Social benefits	-	-	-	-	-	-	-	-
Payments for capital assets	-	114	114	92	22	80,7%	240	240
Machinery and equipment	-	114	114	92	22	80,7%	240	240
Other machinery and equipment	-	114	114	92	22	80,7%	240	240
TOTAL	7 941	(1 043)	6 898	6 824	74	98,9%	8 960	8 513

Subprogramme: 1.2: Corporate Services

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	55 103	3 819	58 922	58 644	278	99,5%	51 809	50 833
Compensation of employees	35 812	1 487	37 299	37 021	278	99,3%	34 848	33 873
Salaries and wages	31 782	789	32 571	32 379	192	99,4%	30 268	29 640
Social contributions	4 030	698	4 728	4 642	86	98,2%	4 580	4 233
Goods and services	19 291	2 332	21 623	21 622	1	100,0%	16 961	16 960
Administrative fees	44	(30)	14	13	-	100,0%	9	9
Advertising	503	(259)	244	244	-	100,0%	305	305
Minor assets	11	43	54	54	-	100,0%	37	37
Bursaries: Employees	458	486	944	944	-	100,0%	712	712
Catering: Departmental activities	112	(35)	77	77	-	100,0%	9	9
Communication (G&S)	810	101	911	911	-	100,0%	847	846
Computer services	12 075	2 805	14 880	14 880	-	100,0%	12 523	12 523
Consultants: Business and advisory services	92	(14)	78	78	(1)	100,0%	64	64
Legal services	299	(225)	74	74	-	100,0%	100	100
Contractors	1 059	(461)	598	598	-	100,0%	341	341
Agency and support / outsourced services	-	-	-	-	-	-	50	50
Fleet services (including government motor transport)	11	11	22	22	1	97,2%	52	52
Consumable supplies	167	(120)	47	47	-	100,0%	57	57
Consumable: Stationery, printing and office supplies	390	(121)	269	269	-	100,0%	134	134
Operating leases	126	(43)	83	83	-	100,0%	49	49
Travel and subsistence	1 014	(488)	526	526	-	100,0%	460	460
Training and development	1 333	879	2 212	2 211	1	100,0%	830	830

Subprogramme: 1.2: Corporate Services								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Operating payments	777	(189)	588	588	1	99,9%	380	380
Rental and hiring	10	(8)	2	2	-	100,0%	2	2
Transfers and subsidies	602	(17)	585	571	14	97,6%	435	434
Households	602	(17)	585	571	14	97,6%	435	434
Social benefits	602	(17)	585	571	14	97,6%	435	434
Payments for capital assets	1 241	(100)	1 141	1 061	80	93,0%	2 828	2 828
Machinery and equipment	1 241	(100)	1 141	1 061	80	93,0%	2 828	2 828
Other machinery and equipment	1 241	(100)	1 141	1 061	80	93,0%	2 828	2 828
Payment for financial assets	-	-	-	-	-	-	-	5
TOTAL	56 946	3 702	60 648	60 276	372	99,4%	55 072	54 100

Subprogramme: 1.3: Financial Administration								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	38 914	1 792	40 706	40 706	-	100,0%	37 479	37 252
Compensation of employees	29 356	1 263	30 619	30 619	-	100,0%	27 038	26 816
Salaries and wages	25 654	927	26 581	26 581	1	100,0%	23 356	23 187
Social contributions	3 702	336	4 038	4 038	-	100,0%	3 682	3 629
Goods and services	9 558	529	10 087	10 087	-	100,0%	10 441	10 436
Administrative fees	132	(24)	108	108	-	100,0%	85	85
Advertising	6	(6)	0	-	-	-	2	2
Minor assets	3	903	906	906	-	100,0%	1 024	1 024

Subprogramme: 1.3: Financial Administration

Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Catering: Departmental activities		4	4	4	-	100,0%	-	
Communication (G&S)	1 356	(856)	500	499	1	99,8%	381	381
Computer services		2	2	2	-	100,0%	-	
Contractors	226	(174)	52	52	-	100,0%	738	738
Fleet services (including government motor transport)	168	81	249	249	(1)	100,3%	302	297
Consumable supplies	425	(207)	218	218	-	100,0%	655	655
Consumable: Stationery, printing and office supplies	539	(39)	500	500	-	100,0%	484	484
Operating leases	216	(147)	69	69	-	100,0%	176	176
Property payments	5 974	1 054	7 028	7 028	-	100,0%	5 974	5 974
Travel and subsistence	310	(76)	234	234	-	100,0%	424	424
Operating payments	196	10	206	206	-	100,0%	196	196
Rental and hiring	6	4	10	10	-	100,0%		
Transfers and subsidies	219	(73)	146	127	19	87,0%	396	379
Departmental agencies and accounts	55	-	55	36	19	65,5%	54	37
Departmental agencies (non-business entities)	55	-	55	36	19	65,5%	54	37
Households	164	(73)	91	91	-	100,0%	342	342
Social benefits	164	(73)	91	91	-	100,0%	342	342
Payments for capital assets	450	(14)	436	331	105	75,9%	767	767
Buildings and other fixed structures	70	-	70	26	44	37,1%	-	-
Buildings	70	-	70	26	44	37,1%	-	
Machinery and equipment	380	(14)	366	305	61	83,3%	767	767
Other machinery and equipment	380	(14)	366	305	61	83,3%	767	767
TOTAL	39 583	1 705	41 288	41 164	124	99,7%	38 642	38 398

Subprogramme: 1.4: Internal Audit

Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	10 547	(111)	10 436	10 436	-	100,0%	9 691	9 691
Compensation of employees	6 577	111	6 688	6 688	-	100,0%	6 544	6 544
Salaries and wages	5 870	93	5 963	5 963	-	100,0%	5 848	5 848
Social contributions	707	18	725	725	-	100,0%	696	696
Goods and services	3 970	(222)	3 748	3 748	-	100,0%	3 147	3 147
Administrative fees	8	(7)	1	1	-	100,0%	-	-
Minor assets	5	(1)	4	4	-	100,0%	-	-
Audit costs: External	3 104	67	3 171	3 171	-	100,0%	2 753	2 753
Catering: Departmental activities	5	(5)	0	-	-	100,0%	-	-
Communication (G&S)	63	38	101	101	-	100,0%	93	93
Computer services	101	290	391	391	-	100,0%	99	99
Consultants: Business and advisory services	390	(390)	0	-	-	100,0%	130	130
Fleet services (including government motor transport)	3	(3)	0	0	-	100,0%	-	-
Consumable supplies	8	(6)	2	2	-	100,0%	-	-
Consumable: Stationery, printing and office supplies	42	(42)	(0)	-	-	-	2	2
Operating leases	37	(31)	6	6	1	90,5%	10	10
Travel and subsistence	138	(98)	40	40	-	100,0%	23	23
Operating payments	66	(34)	32	32	-	100,0%	37	37
Transfers and subsidies	2	2	4	4	-	100,0%	-	-
Households	2	2	4	4	-	100,0%	-	-
Social benefits	2	2	4	4	-	100,0%	-	-
Payments for capital assets	69	-	69	-	69	-	83	83
Machinery and equipment	69	-	69	-	69	-	83	83
Other machinery and equipment	69	-	69	-	69	-	83	83
TOTAL	10 618	(109)	10 509	10 440	69	99,3%	9 774	9 774

Subprogramme: 1.5: Office Accommodation

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	63 664	7 115	70 779	70 779	-	100,0%	67 006	67 006
Goods and services	63 664	7 115	70 779	70 779	-	100,0%	67 006	67 006
Operating leases	58 552	6 642	65 194	65 194	-	100,0%	62 223	62 223
Property payments	5 112	473	5 585	5 585	-	100,0%	4 783	4 783
TOTAL	63 664	7 115	70 779	70 779	-	100,0%	67 006	67 006

Programme 2 – Content Processing And Dissemination

2021/22							2020/21	
Subprogramme	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
2.1 Programme Management for Content Processing and Dissemination	3 221	(618)	2 603	2 562	41	98,4%	2 711	2 342
2.2 Policy and Research	38 234	(2 425)	35 809	35 808	1	100,0%	34 991	34 152
2.3 Products and Platforms	51 106	(1 187)	49 919	49 338	581	98,8%	53 521	52 858
2.4 Communication Service Agency	106 465	(5 315)	101 150	100 467	683	99,3%	113 026	109 857
2.5 Entity Oversight	250 708	(227)	250 481	250 480	1	100,0%	216 273	215 828
2.6 Media Policy	2 041	(616)	1 425	1 414	11	99,2%	1 740	1 302
TOTAL	451 775	(10 388)	441 387	440 069	1 318	99,7%	422 262	416 339

Appropriation per economic classification								
Programme 2 per Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	203 420	(10 563)	192 857	192 095	762	99,6%	207 960	202 013
Compensation of employees	97 844	100	97 944	97 727	217	99,8%	98 567	96 076
Salaries and wages	86 062	96	86 158	85 995	163	99,8%	86 567	84 625
Social contributions	11 782	4	11 786	11 732	54	99,5%	12 000	11 451
Goods and services	105 576	(10 663)	94 913	94 368	545	99,4%	109 393	105 937
Administrative fees	1 412	1 020	2 432	2 431	1	100,0%	2 322	2 322
Advertising	52 189	(6 249)	45 940	45 940	-	100%	58 498	55 730
Minor assets	120	(94)	26	25	1	95,5%	73	73
Catering: Departmental activities	34	(7)	27	28	(1)	103,9%	2	2
Communication (G&S)	3 448	1 777	5 225	5 224	1	100,0%	2 765	2 764
Computer services	4 190	(1 948)	2 242	2 242	-	100,0%	2 554	2 555
Consultants: Business and advisory services	-	1 281	1 281	1 281	-	100,0%	1	1
Contractors	420	403	823	823	-	100,0%	413	412
Agency and support / outsourced services	6 416	(2 831)	3 585	3 585	-	100,0%	5 670	5 670
Fleet services (including government motor transport)	68	(11)	57	56	-	100,0%	36	36
Consumable supplies	171	(102)	69	68	-	100,0%	29	29
Consumable: Stationery, printing and office supplies	2 636	(2 268)	368	369	(1)	100,4%	1 370	1 347
Operating leases	339	(144)	195	195	-	100,0%	213	213
Property payments	2	(2)	0	-	-	-	-	-
Travel and subsistence	5 418	248	5 666	5 439	227	96,0%	5 899	5 898
Operating payments	28 713	(1 753)	26 960	26 644	316	98,8%	29 523	28 862
Venues and facilities	(0)	17	17	17	(1)	103,7%	-	-

Appropriation per economic classification

2021/22							2020/21	
Programme 2 per Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Rental and hiring	-	-	-	-	-	100,0%	25	25
Transfers and subsidies	246 579	175	246 754	246 753	1	100,0%	212 248	212 248
Departmental agencies and accounts	246 378	-	246 378	246 378	-	100,0%	211 780	211 780
Social security funds	246 378	-	246 378	246 378	-	100,0%	211 780	211 780
Households	201	175	376	375	1	99,7%	468	468
Social benefits	201	175	376	375	1	99,7%	468	468
Payments for capital assets	1 776	-	1 776	1 213	563	68,3%	2 054	2 054
Machinery and equipment	1 776	-	1 776	1 213	563	68,3%	2 054	2 054
Other machinery and equipment	1 776	-	1 776	1 213	563	68,3%	2 054	2 054
Payments for financial assets	-	-	-	8	(8)	(100%)	-	25
TOTAL	451 775	(10 388)	441 387	440 069	1 318	99,7%	422 262	416 339

Subprogramme 2.1: Programme Management for Content Processing and Dissemination

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	3 181	(619)	2 562	2 562	-	100,0%	2 649	2 280
Compensation of employees	2 922	(445)	2 477	2 477	-	100,0%	2 528	2 159
Salaries and wages	2 505	(244)	2 261	2 262	-	100,0%	2 327	1 958
Social contributions	417	(201)	216	215	-	100,0%	201	201
Goods and services	259	(174)	85	85	-	100,0%	121	121
Administrative fees	2	(1)	1	1	1	45,9%	1	1
Advertising	-	-	-	-	-	-	-	-
Minor assets	-	-	-	-	-	-	-	-

Subprogramme 2.1: Programme Management for Content Processing and Dissemination

2021/22							2020/21	
Programme 2 per Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Catering: Departmental activities	-	1	1	1	-	100,0%		
Communication (G&S)	78	(25)	53	53	-	100,0%	54	54
Fleet services (including government motor transport)	2	(2)	-	-	-	-	-	
Consumable supplies	8	(7)	1	1	-	100,0%	5	5
Consumable: Stationery, printing and office supplies	-	-	-	-	-	-	-	-
Travel and subsistence	169	(140)	29	30	-	100%	61	61
Payments for capital assets	40	1	41	-	41	-	62	62
Machinery and equipment	40	1	41	-	41	-	62	62
Other machinery and equipment	40	1	41	-	41	-	62	62
TOTAL	3 221	(618)	2 603	2 562	41	98,4%	2 711	2 342

Subprogramme 2.2: Policy and Research

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	37 790	(2 311)	35 479	35 478	1	100,0%	34 537	33 696
Compensation of employees	30 148	(1 393)	28 755	28 755	-	100,0%	27 565	26 726
Salaries and wages	26 447	(1 381)	25 066	25 066	-	100,0%	24 082	23 352
Social contributions	3 701	(12)	3 689	3 689	-	100,0%	3 483	3 374
Goods and services	7 642	(918)	6 724	6 723	1	100,0%	6 972	6 970
Administrative fees	2	741	743	743	-	100,0%	-	

Subprogramme 2.2: Policy and Research

Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Advertising	-		-		-	-	1	1
Minor assets	14	(3)	11	10	1	92,1%	13	13
Catering: Departmental activities	1	1	2	2	-	100,9%	-	
Communication (G&S)	504	(85)	419	417	1	99,7%	411	409
Computer services	1 242	(650)	592	592	-	100,0%	557	557
Consultants: Business and advisory services		1 277	1 277	1 277	-	100,0%		
Contractors	90	(90)	0	-	-	-	179	179
Agency and support / outsourced services	5 161	(2 155)	3 006	3 006	-	100,0%	4 881	4 881
Fleet services (including government motor transport)	3	9	12	12	-	100,0%	19	19
Consumable supplies	45	(41)	4	4	-	100,0%	1	1
Consumable: Stationery, printing and office supplies	166	(55)	111	111	(1)	100,5%	101	101
Operating leases	101	(26)	75	75	-	100,0%	59	59
Travel and subsistence	258	91	349	349	-	100,0%	485	485
Operating payments	56	68	124	124	-	100,0%	265	265
Transfers and subsidies	100	(46)	54	54	-	100,0%	78	78
Households	100	(46)	54	54	-	100,0%	78	78
Social benefits	100	(46)	54	54	-	100,0%	78	78
Payments for capital assets	344	(68)	276	276	-	100,0%	376	377
Machinery and equipment	344	(68)	276	276	-	100,0%	376	377
Other machinery and equipment	344	(68)	276	276	-	100,0%	376	377
Payment for financial assets	-	-	-	-	-	-	-	2
TOTAL	38 234	(2 425)	35 809	35 808	1	100,0%	34 991	34 153

Subprogramme 2.3: Products and Platforms								
Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	50 715	(1 352)	49 363	49 047	316	99,4%	53 098	52 435
Compensation of employees	26 274	3 115	29 389	29 389	-	100,0%	30 224	30 224
Salaries and wages	22 996	3 197	26 193	26 193	-	100,0%	27 050	27 050
Social contributions	3 278	(82)	3 196	3 197	-	100,0%	3 174	3 174
Goods and services	24 441	(4 467)	19 974	19 658	316	98,4%	22 874	22 211
Administrative fees	3	82	85	85	-	100,0%	30	30
Advertising	0		0		-	-	-	
Minor assets	7		7	7	-	100,0%	15	15
Catering: Departmental activities	15	(15)	-	-	-	-	-	
Communication (G&S)	602	(196)	406	406	-	100,0%	585	585
Computer services	1 668	(1 096)	572	572	-	100,0%	1 165	1 165
Consultants: Business and advisory services		4	4	4	-	100,0%	1	1
Contractors	2		2	2	-	100,0%	-	
Agency and support / outsourced services	992	(992)	0		-	100,0%	789	789
Fleet services (including government motor transport)	8	6	14	14	-	100,0%	1	1
Consumable supplies	28	(26)	2	2	-	100,0%	-	
Consumable: Stationery, printing and office supplies	1 009	(940)	69	69	(1)	100,9%	818	818
Operating leases	94	(54)	40	40	1	98,4%	37	37
Travel and subsistence	790	(685)	105	105	1	99,3%	90	89

Subprogramme 2.3: Products and Platforms

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Operating payments	19 221	(555)	18 666	18 351	315	98,3%	19 343	18 681
Transfers and subsidies	51	(18)	33	33	-	100,0%	93	93
Households	51	(18)	33	33	-	100,0%	93	93
Social benefits	51	(18)	33	33	-	100,0%	93	93
Payments for capital assets	340	183	523	258	265	49,3%	330	330
Machinery and equipment	340	183	523	258	265	49,3%	330	330
Other machinery and equipment	340	183	523	258	265	49,3%	330	330
Payment for financial assets			-		-	-	-	
TOTAL	51 106	(1 187)	49 919	49 338	581	98,8%	53 521	52 858

Subprogramme 2.4 – Communication Service Agency

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	105 415	(5 313)	100 102	99 658	444	99,6%	111 612	108 420
Compensation of employees	33 155	(1 067)	32 088	31 872	216	99,3%	32 275	31 874
Salaries and wages	29 131	(1 244)	27 887	27 725	163	99,4%	27 882	27 646
Social contributions	4 024	177	4 201	4 147	54	98,7%	4 393	4 228
Goods and services	72 260	(4 246)	68 014	67 787	227	99,7%	79 337	76 546
Administrative fees	1 401	201	1 602	1 602	1	100,0%	2 291	2 291
Advertising	52 189	(6 254)	45 935	45 935	-	100,0%	58 497	55 729
Minor assets	89	(81)	8	7	1	97,4%	43	43
Catering: Departmental activities	1	23	24	24	(1)	103,2%	2	2

Subprogramme 2.4 – Communication Service Agency								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Communication (G&S)	2 143	2 139	4 282	4 282	-	100,0%	1 640	1 640
Computer services	1 280	(202)	1 078	1 078	-	100,0%	831	831
Contractors	328	493	821	821	-	100,0%	234	234
Agency and support / outsourced services		580	580	580	-	100,0%		
Fleet services (including government motor transport)	54	(24)	30	30	-	100,0%	16	16
Consumable supplies	79	(19)	60	60	(1)	100,9%	20	20
Consumable: Stationery, printing and office supplies	1 412	(1 228)	184	184	-	100,0%	449	426
Operating leases	108	(51)	57	57	-	100,0%	115	115
Property payments	2	(2)	0	-	-	100,0%	-	
Travel and subsistence	3 773	1 401	5 174	4 946	227	95,6%	5 259	5 259
Operating payments	9 402	(1 239)	8 163	8 162	1	100,0%	9 915	9 915
Venues and facilities	(0)	17	17	17	(1)	103,7%	-	
Rental and hiring	-	-	-	-	-	-	25	25
Transfers and subsidies	50	239	289	288	1	99,7%	297	297
Households	50	239	289	288	1	99,7%	297	297
Social benefits	50	239	289	288	1	99,7%	297	297
Payments for capital assets	1 000	(241)	759	513	246	67,6%	1 117	1 117
Machinery and equipment	1 000	(241)	759	513	246	67,6%	1 117	1 117
Other machinery and equipment	1 000	(241)	759	513	246	67,6%	1 117	1 117
Payment for financial assets	-	-	-	8	(8)	-100%	-	23
TOTAL	106 465	(5 315)	101 150	100 467	683	99,3%	113 026	109 857

Subprogramme 2.5 – Entity Oversight

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	4 278	(252)	4 026	4 025	1	100,0%	4 367	3 923
Compensation of employees	3 782	162	3 944	3 944	-	100,0%	4 286	3 842
Salaries and wages	3 420	156	3 576	3 576	-	100,0%	3 651	3 482
Social contributions	362	6	368	368	-	100,0%	635	360
Goods and services	496	(414)	82	81	1	99,3%	81	81
Administrative fees	3	(3)	0		-	-	-	-
Advertising	0		0		-	-	-	-
Minor assets	10	(10)	0		-	-	2	2
Catering: Departmental activities	4	(4)	0		-	-	-	
Communication (G&S)	79	(31)	48	48	-	100,0%	68	68
Computer services	-	-	-	-	-	-	1	1
Consumable supplies	6	(6)	0	-	-	-	2	2
Consumable: Stationery, printing and office supplies	40	(39)	1	2	(1)	131,1%	2	2
Operating leases	36	(13)	23	23	-	100,0%	2	2
Travel and subsistence	307	(306)	1	1	-	100,0%	4	4
Operating payments	10	(2)	8	8	-	100,0%	-	
Transfers and subsidies	246 378	-	246 378	246 378	-	100,0%	211 780	211 780
Departmental agencies and accounts	246 378	-	246 378	246 378	-	100,0%	211 780	211 780
Social security funds	246 378	-	246 378	246 378	-	100,0%	211 780	211 780
Payments for capital assets	52	25	77	77	-	100,0%	126	125
Machinery and equipment	52	25	77	77	-	100,0%	126	125
Other machinery and equipment	52	25	77	77	-	100,0%	126	125
Payment for financial assets	-	-	-	-	-	-	-	12
TOTAL	250 708	(227)	250 481	250 480	1	100,0%	216 273	215 828

Subprogramme 2.6 – Media Policy								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2 041	(716)	1 325	1 325	-	100,0%	1 697	1 259
Compensation of employees	1 563	(272)	1 291	1 290	1	100,0%	1 689	1 251
Salaries and wages	1 563	(388)	1 175	1 175	-	100,0%	1 575	1 137
Social contributions	-	116	116	116	-	100,0%	114	114
Goods and services	478	(444)	34	35	(1)	101,7%	8	8
Administrative fees	0		0		-	-	-	-
Advertising	-	5	5	5	-	100,0%	-	-
Minor assets	13	(13)	-		-	-	-	-
Communication (G&S)	42	(25)	17	18	-	100,0%	7	7
Agency and support / outsourced services	264	(264)	(0)		-	-	-	-
Consumable supplies	4	(3)	1	1	-	100,0%	1	1
Consumable: Stationery, printing and office supplies	9	(6)	3	3	-	100,0%	-	-
Operating leases	0		0		-	-	-	-
Travel and subsistence	121	(113)	8	8	-	100,0%	-	-
Operating payments	25	(25)	(0)		-	-	-	-
Payments for capital assets	-	100	100	89	11	89,0%	43	43
Machinery and equipment	-	100	100	89	11	89,0%	43	43
Other machinery and equipment	-	100	100	89	11	89,0%	43	43
TOTAL	2 041	(616)	1 425	1 414	11	99,2%	1 740	1 302

Programme 3 – Intergovernmental Coordination and Stakeholder Management								
2021/22							2020/21	
Subprogramme	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
3.1 Programme Management for Intergovernmental Coordination and Stakeholder Management	3 189	(1 364)	1 825	1 567	258	85,8%	1 925	1 484
3.2 Provincial and Local Liaison	89 823	(2 159)	87 664	87 535	129	99,9%	85 096	82 173
3.3 Media Engagement	15 917	1 188	17 105	17 025	80	99,5%	17 537	16 019
3.4 Cluster Supervision (Human Development, Social Protection and Governance and Administration)	9 668	930	10 598	10 598	-	100,0%	10 768	10 316
3.5 Cluster Supervision (Economic and Infrastructure, Justice and International)	8 306	423	8 729	8 729	-	100,0%	8 098	7 988
TOTAL	126 903	(982)	125 921	125 453	468	99,6%	123 424	117 980

Appropriation per economic classification								
2021/22							2020/21	
Programme 3 per Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	125 075	(895)	124 180	123 808	372	99,7%	120 420	115 128
Compensation of employees	104 800	1 499	106 299	106 042	257	99,8%	104 081	98 791
Salaries and wages	91 604	978	92 582	92 387	195	99,8%	91 094	86 225
Social contributions	13 196	521	13 717	13 654	63	99,5%	12 987	12 566
Goods and services	20 275	(2 394)	17 881	17 766	114	99,4%	16 339	16 337
Administrative fees	222	(126)	96	96	-	100,0%	68	65

Appropriation per economic classification								
2021/22							2020/21	
Programme 3 per Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Advertising	1 365	333	1 698	1 697	-	100,0%	1 526	1 526
Minor assets	121	14	135	134	1	99,4%	271	271
Catering: Departmental activities	495	(290)	205	207	(2)	100,8%	46	46
Communication (G&S)	4 917	417	5 334	5 316	18	99,7%	5 397	5 397
Computer services	1	15	16	16	1	96,0%	3	3
Consultants: Business and advisory services	2	(1)	1	1	-	100,0%	-	-
Contractors	735	(120)	615	616	(1)	100,1%	418	419
Agency and support / outsourced services	70	(70)	0	-	-	-	56	56
Fleet services (including government motor transport)	1 894	(72)	1 822	1 822	-	100,0%	2 646	2 646
Consumable supplies	318	(128)	190	190	-	100,0%	177	176
Consumable: Stationery, printing and office supplies	759	(362)	397	396	-	100,0%	391	391
Operating leases	528	(275)	253	251	2	99,1%	429	429
Property payments	155	(49)	106	105	-	100,0%	113	113
Travel and subsistence	7 622	(1 176)	6 446	6 374	72	98,9%	4 111	4 111
Operating payments	890	(403)	487	464	23	95,3%	672	673
Venues and facilities	156	(93)	63	63	-	100,0%	10	10
Rental and hiring	25	(8)	17	17	-	100,0%	5	5
Transfers and subsidies	345	(87)	258	234	24	90,7%	846	692
Departmental agencies and accounts	14	-	14	4	10	28,6%	14	6
Departmental agencies (non-business entities)	14	-	14	4	10	28,6%	14	6
Households	331	(87)	244	230	14	94,3%	832	686

Appropriation per economic classification

2021/22							2020/21	
Programme 3 per Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Social benefits	331	(87)	244	230	14	94,3%	832	686
Payments for capital assets	1 483	-	1 483	1 305	178	88,0%	2 158	2 158
Buildings and other fixed structures	-	-	-	-	-	-	46	46
Buildings	-	-	-	-	-	-	46	46
Other fixed structures	-	-	-	-	-	-	-	-
Machinery and equipment	1 483	-	1 483	1 305	178	88,0%	2 112	2 112
Other machinery and equipment	1 483	-	1 483	1 305	178	88,0%	2 112	2 112
Payment for financial assets	-	-	-	106	(106)	-100%	-	2
TOTAL	126 903	(982)	125 921	125 453	468	99,6%	123 424	117 980

Subprogramme 3.1: Programme Management for Intergovernmental Coordination and Stakeholder Management

2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	3 189	(1 364)	1 825	1 567	258	85,8%	1 883	1 442
Compensation of employees	2 923	(1 236)	1 687	1 428	259	84,7%	1 621	1 180
Salaries and wages	2 576	(1 080)	1 496	1 301	194	87,0%	1 246	1 060
Social contributions	347	(156)	191	127	64	66,3%	375	120
Goods and services	266	(128)	138	138	-	100,0%	262	262
Administrative fees	0		0	0	-	100,0%	1	1
Minor assets	3	1	4	4	-	97,9%	6	6
Catering: Departmental activities	0		0	1	(1)	1944,0%	-	
Communication (G&S)	65	(5)	60	60	-	100,0%	73	73

Subprogramme 3.1: Programme Management for Intergovernmental Coordination and Stakeholder Management								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Computer services		1	1	1	-	100,0%	1	1
Fleet services (including government motor transport)	4	(1)	3	3	-	100,0%	1	1
Consumable supplies	6	(3)	3	3	-	100,0%	3	3
Consumable: Stationery, printing and office supplies	12	3	15	15	1	95,8%	79	79
Operating leases	30	(30)	0		-	-	49	49
Travel and subsistence	133	(81)	52	52	-	100,0%	49	49
Operating payments	12	(12)						
Payments for capital assets	-	-	-	-	-	-	42	42
Machinery and equipment	-	-	-	-	-	-	42	42
Other machinery and equipment	-	-	-	-	-	-	42	42
TOTAL	3 189	(1 364)	1 825	1 567	258	85,9%	1 925	1 484

Subprogramme 3.2: Provincial and Local Liaison								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	88 526	(1 951)	86 575	86 485	90	99,9%	82 911	80 130
Compensation of employees	73 193	(2 237)	70 956	70 956	-	100,0%	69 162	66 380
Salaries and wages	63 737	(2 666)	61 071	61 071	-	100,0%	60 051	57 382
Social contributions	9 456	429	9 885	9 885	-	100,0%	9 111	8 998
Goods and services	15 333	286	15 619	15 528	90	99,4%	13 749	13 750
Administrative fees	203	(120)	83	83	1	99,0%	59	57

Subprogramme 3.2: Provincial and Local Liaison

Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Advertising	1 237	321	1 558	1 557	-	100,0%	1 353	1 353
Minor assets	102	12	114	112	1	98,8%	256	256
Catering: Departmental activities	203	(19)	184	184	-	100,0%	37	37
Communication (G&S)	3 845	700	4 545	4 526	19	99,6%	4 311	4 311
Computer services	1	(1)	0	-	-	-	2	2
Contractors	720	(114)	606	606	-	100,0%	394	395
Fleet services (including government motor transport)	1 731	(89)	1 642	1 642	-	100,0%	2 459	2 459
Consumable supplies	189	(37)	152	152	(1)	100,4%	147	148
Consumable: Stationery, printing and office supplies	391	(86)	305	305	-	100,0%	246	246
Operating leases	311	(80)	231	231	-	100,0%	342	342
Property payments	155	(49)	106	105	-	100,0%	113	113
Travel and subsistence	5 438	111	5 549	5 502	47	99,2%	3 379	3 379
Operating payments	784	(318)	466	443	23	95,1%	636	637
Venues and facilities	-	63	63	63	-	100,0%	10	10
Rental and hiring	25	(8)	17	17	-	100,0%	5	5
Transfers and subsidies	281	(119)	162	140	22	86,4%	677	535
Departmental agencies and accounts	12	-	12	4	8	33,3%	12	6
Departmental agencies (non-business entities)	12	-	12	4	8	33,3%	12	6
Households	269	(119)	150	136	14	90,7%	665	529

Subprogramme 3.2: Provincial and Local Liaison								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Social benefits	269	(119)	150	136	14	90,7%	665	529
Payments for capital assets	1 016	(89)	927	828	99	89,3%	1 508	1 508
Buildings and other fixed structures							46	46
Buildings	-	-	-	-	-	-	46	46
Other fixed structures	-	-	-		-	-	-	
Machinery and equipment	1 016	(89)	927	828	99	89,3%	1 462	1 462
Other machinery and equipment	1 016	(89)	927	828	99	89,3%	1 462	1 462
Payment for financial assets			-	82	(82)	(100%)	-	
TOTAL	89 823	(2 159)	87 664	87 535	129	99,9%	85 096	82 173

Subprogramme 3.3: Media Engagement								
2021/22							2020/21	
Economic classification	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	15 448	1 268	16 716	16 693	23	99,9%	17 158	15 642
Compensation of employees	12 335	3 107	15 442	15 442	-	100,0%	15 681	14 168
Salaries and wages	10 871	2 871	13 742	13 742	1	100,0%	14 029	12 519
Social contributions	1 464	236	1 700	1 700	(1)	100,0%	1 652	1 649
Goods and services	3 113	(1 839)	1 274	1 251	23	98,2%	1 477	1 474
Administrative fees	11	(3)	8	8	(1)	107,7%	6	5
Advertising			-		-	-	-	
Minor assets	13	(8)	5	5	-	100,0%	3	3
Catering: Departmental activities	137	(115)	22	22	-	100,0%	9	9

Subprogramme 3.3: Media Engagement

Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Communication (G&S)	627	(153)	474	475	(1)	100,2%	606	606
Computer services	-	16	16	16	-	100,0%		
Consultants: Business and advisory services	2	(1)	1	1	-	100,0%	-	
Contractors	15	(6)	9	10	-	100,0%	2	2
Agency and support / outsourced services	70	(70)	0	-	-	-	56	56
Fleet services (including government motor transport)	155	19	174	174	-	100,0%	185	185
Consumable supplies	82	(60)	22	22	-	100,0%	20	18
Consumable: Stationery, printing and office supplies	229	(183)	46	46	-	100,0%	62	62
Operating leases	84	(80)	4	5	-	100,0%	12	12
Travel and subsistence	1 477	(994)	483	459	24	95,0%	502	502
Operating payments	54	(45)	9	9	-	100,0%	14	14
Venues and facilities	156	(156)	(0)		-	-	-	
Rental and hiring			-		-	-	-	
Transfers and subsidies	62	21	83	81	2	97,6%	161	157
Departmental agencies and accounts	2	-	2	-	2	97,6%	2	-
Departmental agencies (non-business entities)	2	-	2	-	2	97,6%	2	-
Households	60	21	81	81	-	100,0%	159	157
Social benefits	60	21	81	81	-	100,0%	159	157
Payments for capital assets	407	(101)	306	227	79	74,2%	218	218
Machinery and equipment	407	(101)	306	227	79	74,2%	218	218
Other machinery and equipment	407	(101)	306	227	79	74,2%	218	218
Payment for financial assets	-	-	-	24	(24)	(100%)	-	2
TOTAL	15 917	1 188	17 105	17 025	80	99,5%	17 537	16 019

Subprogramme 3.4: Cluster Supervision (Human Development, Social Protector)								
Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	9 606	808	10 414	10 414	-	100,0%	10 498	10 051
Compensation of employees	8 688	1 296	9 984	9 985	(1)	100,0%	10 113	9 666
Salaries and wages	7 573	1 295	8 868	8 868	-	100,0%	8 991	8 572
Social contributions	1 115	1	1 116	1 116	(1)	100,1%	1 122	1 094
Goods and services	918	(488)	430	429	1	99,8%	385	385
Administrative fees	7	(3)	4	4	-	100,0%	2	2
Minor assets		-	-	1	(1)	100,0%	4	4
Catering: Departmental activities	131	(131)	(0)		-	-	-	
Communication (G&S)	222	(57)	165	165	-	100,0%	232	232
Fleet services (including government motor transport)		2	2	2	-	100,0%	-	
Consumable supplies	28	(20)	8	8	-	100,0%	7	7
Consumable: Stationery, printing and office supplies	76	(53)	23	23	-	100,0%	3	3
Operating leases	78	(69)	9	8	2	82,6%	22	22
Travel and subsistence	336	(128)	208	208	-	100,0%	107	107
Operating payments	40	(29)	11	11	-	100,0%	8	8
Transfers and subsidies	2	8	10	10	-	100,0%	5	-
Households	2	8	10	10	-	100,0%	5	-
Social benefits	2	8	10	10	-	100,0%	5	-
Payments for capital assets	60	114	174	174	-	100,0%	265	265
Machinery and equipment	60	114	174	174	-	100,0%	265	265
Other machinery and equipment	60	114	174	174	-	100,0%	265	265
Payment for financial assets			-	-	-	-	-	-
TOTAL	9 668	930	10 598	10 598	-	100,0%	10 768	10 316

Subprogramme 3.5 Cluster Supervision (Economic and Infrastructure, Justice and International)								
Economic classification	2021/22						2020/21	
	Adjusted Appropriation	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	8 306	344	8 650	8 650	-	100,0%	7 970	7 863
Compensation of employees	7 661	569	8 230	8 230	-	100,0%	7 504	7 397
Salaries and wages	6 846	558	7 404	7 404	-	100,0%	6 777	6 692
Social contributions	815	11	826	826	-	100,0%	727	705
Goods and services	645	(225)	420	420	-	100,0%	466	466
Administrative fees	1	-	1	2	-	100,0%	-	-
Advertising	128	12	140	140	-	100,0%	173	173
Minor assets	3	9	12	12	-	100,0%	2	2
Catering: Departmental activities	25	(25)	(0)	-	-	-	-	-
Communication (G&S)	159	(68)	91	91	-	100,0%	175	175
Contractors	-	-	-	-	-	100,0%	22	22
Fleet services (including government motor transport)	4	(3)	1	1	-	100,0%	1	1
Consumable supplies	12	(8)	4	4	-	100,0%	-	-
Consumable: Stationery, printing and office supplies	51	(43)	8	8	-	100,0%	1	1
Operating leases	24	(16)	8	8	-	100,0%	4	4
Travel and subsistence	238	(84)	154	154	-	100,0%	74	74
Operating payments	-	1	1	1	-	100,0%	14	14
Transfers and subsidies	-	3	3	3	-	100,0%	3	-
Households	-	3	3	3	-	100,0%	3	-
Social benefits	-	3	3	3	-	100,0%	3	-
Payments for capital assets	-	76	76	76	-	100,0%	125	125
Machinery and equipment	-	76	76	76	-	100,0%	125	125
Other machinery and equipment	-	76	76	76	-	100,0%	125	125
TOTAL	8 306	423	8 729	8 729	0	100,0%	8 098	7 988

1. Detail of transfers and subsidies as per Appropriation Act (after Virement):

Detail of these transactions can be viewed in Note 6 (Transfers and subsidies) and Annexures 1A and 1B to the AFS.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in Note 1 (Annual Appropriation) to the AFS.

3. Detail on payments for financial assets

Detail of these transactions per category can be viewed in Note 5 (Payments for financial assets) to the AFS.

4. Explanations of material variances from Amounts Voted (after Virement):

Detail of these transactions can be viewed in Note 1 (Annual Appropriation) to the AFS.

4.1 Per Programme	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Programme 1: Administration	190 122	189 482	640	0,3%
The underspending in Programme 1: Administration is mainly due to the attrition of staff and vacant posts in CoE (R277 000). A saving of R54 000 realised in Goods and Services (Subsistence and Travelling) which is mainly attributed to lesser travelling than estimated. Transfers and Subsidies realised a saving of R33 000 due to lesser payments in respect of SABC TV licences than estimated as well as lesser payments in respect leave gratuity to former employees who resigned and retired. Capital assets realised an underspending of R276 000 due to non-delivery of equipment by year-end.				
Programme 2: Content Processing and Dissemination	441 387	440 069	1 318	0,3%
The underspending in Programme 2: Content Processing and Dissemination is mainly due to the attrition of staff and vacant posts in CoE (R218 000). A saving of R545 000 in Goods and Services is mainly attributed to lesser recovery of self-financing expenditure (R316 000) in respect of the advertising of vacant posts in the <i>Vuk'uzenzele</i> newspaper and a saving of R227 000 due to lesser Subsistence and Travelling. Capital assets realised an underspending of R563 000 due to non-delivery of equipment by year-end. Theft and losses of R8 000 is funded from surplus funds in Goods and Services.				
Programme 3: Intergovernmental Coordination and Stakeholder Management	125 921	125 453	468	0,4%





The underspending in Programme 3: Intergovernmental Coordination and Stakeholder Management is mainly due to the attrition of staff and vacant posts in CoE (R257 000). A saving of R114 000 in Goods and Services is mainly due to lower cost on communication cost drivers (telephone and data lines), subsistence and travel due to lesser travelling as well as lower spending on operating payments. A saving of R24 000 is realised in Transfers and Subsidies which is mainly due to lesser payments than projected in respect of leave gratification to former employees who resigned, retired or deceased as well as lower cost in the payment of TV licences than budgeted. An underspending of R178 000 realised under capital assets due to equipment that have not been delivered at year-end. Theft and losses of R106 000 is funded from surplus funds in Goods and Services.

4.2 Per Economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Current expenditure	504 664	503 199	1 465	0,3%
Compensation of employees	284 944	284 192	752	0,3%
Goods and Services	219 720	219 007	713	0,3%
Transfers and subsidies:	247 747	247 689	58	0,0%
Departmental agencies & accounts	246 447	246 418	29	0,0%
Households	1 300	1 271	29	2,2%
Payment for capital assets	5 019	4 002	1 017	20,3%
Building & other fixed assets	70	26	44	63%
Machinery & equipment	4 949	3 976	973	20%
Payment for financial assets	-	114	(114)	-100%

The department spent 99,7% of its final appropriation. The total underspending of R2.426 million comprise of R752 000 in CoE due to the attrition of staff and vacant posts; R713 000 in Goods and Services due to lesser recovery of self-financing expenditure in respect of the advertising of vacant posts in the *Vuk'uzenzele* newspaper, lower cost on Subsistence and Travelling, lower communication-related expenditure (telephones, data lines) and lower cost on operating payments; a saving of R58 000 in Transfers and Subsidies due to lesser payments in respect of leave gratification as a result of resignations and retirement of former employees as well as lesser payments than projected in respect of TV licences; an underspending of R1.017 million under capital assets due to non-delivery of equipment from suppliers. Theft and losses of R114 000 is funded from Goods and Services.

VOTE 4 STATEMENT OF FINANCIAL PERFORMANCE for the period ended 31 March 2022

	2021/22		2020/21
	Note	R'000	R'000
REVENUE			
Annual appropriation	1	757 430	725 140
Departmental revenue	2	974	1 055
TOTAL REVENUE		758 404	726 195
EXPENDITURE			
Current expenditure			
Compensation of employees	3	284 192	267 574
Goods and services	4	219 007	222 622
Total current expenditure		503 199	490 196
Transfers and subsidies			
Transfers and subsidies		247 689	213 753
Total transfers and subsidies	6	247 689	213 753
Expenditure for capital assets			
Tangible assets		4 002	8 129
Intangible assets	7	-	-
Total expenditure for capital assets		4 002	8 129
Payment for financial assets	5	114	32
TOTAL EXPENDITURE		755 004	712 110
SURPLUS FOR THE YEAR		3 400	14 085
Reconciliation of Net Surplus for the year			
Voted funds		2 426	13 030
Annual Appropriation		2 426	13 030
Departmental revenue	13	974	1 055
SURPLUS FOR THE YEAR		3 400	14 085

VOTE 4 STATEMENT OF FINANCIAL POSITION at 31 March 2022

	2021/22		2020/21
	Note	R'000	R'000
ASSETS			
Current assets		179 050	299 121
Unauthorised expenditure	8	4 406	4 406
Cash and cash equivalents	9	187 322	293 674
Prepayments and advances	10	566	494
Receivables	11	659	547
Non-current assets		68	86
Receivables	11	68	86
TOTAL ASSETS		193 021	299 207
LIABILITIES			
Current liabilities		192 848	299 069
Voted funds to be surrendered to the Revenue Fund	12	2 426	13 030
Departmental revenue to be surrendered to the Revenue Fund	13	17	74
Payables	14	190 405	285 965
TOTAL LIABILITIES		192 848	299 069
NET ASSETS		173	138
Represented by:			
Recoverable revenue		173	138
TOTAL		173	138

VOTE 4 STATEMENT OF CHANGES IN NET ASSETS for the period ended 31 March 2022

	2021/22		2020/21
	Note	R'000	R'000
Recoverable revenue			
Opening balance		138	156
Transfers:		35	(18)
Debts recovered (included in departmental receipts)		(48)	(81)
Debts raised		83	63
Closing balance		173	138
TOTAL		173	138

VOTE 4 CASH FLOW STATEMENT for the period ended 31 March 2022

	2021/22		2020/21
	Note	R'000	R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		758 404	726 195
Annual appropriated funds received	1	757 430	725 140
Departmental revenue received	2.1; 2.3	940	961
Interest received	2.2	34	94
Net decrease in working capital		(95 744)	78 677
Surrendered to Revenue Fund		(14 061)	(14 104)
Current payments		(503 199)	(490 196)
Payments for financial assets		(114)	(32)
Transfers and subsidies paid		(247 689)	(213 753)
Net cash flow available from operating activities	16	(102 403)	86 787
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets		(4 002)	(8 129)
(Increase)/decrease in non-current receivables		18	19
Net cash flows from investing activities	7	(3 984)	(8 110)
CASH FLOWS FROM FINANCING ACTIVITIES			
Decrease in net assets		35	(18)
Net cash flows from financing activities		35	(18)
Net increase in cash and cash equivalents		(106 352)	78 659
Cash and cash equivalents at the beginning of the period		293 674	215 015
Cash and cash equivalents at end of period	9	187 322	293 674

The financial statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. Management has concluded that the financial statements present fairly the department's primary and secondary information.

The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the AFS. These are based on the best information available at the time of preparation.

Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the PFMA of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA of 1999 and the Annual Division of Revenue Act.

1. Basis of preparation

The financial statements have been prepared in accordance with the MCS.

2. Going concern

The financial statements have been prepared on a going concern basis.

3. Presentation currency

Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.

4. Rounding

Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).

5. Foreign currency translation

Cash flows arising from foreign currency transactions are translated into South African Rands using the spot exchange rates prevailing at the date of payment / receipt.

6. Comparative information

6.1. Prior period comparative information

Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.

6.2. Current year comparison with budget

A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.

7. Revenue

7.1. Appropriated funds

Appropriated funds comprises of departmental allocations.

Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments

made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective.

The net amount of any appropriated funds due to / from the relevant revenue fund at the reporting date is recognised as a payable / receivable in the statement of financial position.

7.2. Departmental revenue

Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise.

Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.

7.3. Accrued departmental revenue

Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when:

- it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and
- the amount of revenue can be measured reliably.

The accrued revenue is measured at the fair value of the consideration receivable.

Write-offs are made according to the department's debt write-off policy.

8. Expenditure

8.1. Compensation of employees

8.1.1 Salaries and wages

Salaries and wages are recognised in the statement of financial performance on the date of payment.

8.1.2 Social contributions

Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment. Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.

8.2. Other expenditure

Other expenditure (such as Goods and Services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.

8.3. Accruals and payables not recognised

Accruals and payables not recognised are recorded in the notes to the financial statements at cost at the reporting date.

8.4. Leases

8.4.1 Operating leases

Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment. The operating lease commitments are recorded in the notes to the financial statements.

9. Cash and cash equivalents

Cash and cash equivalents are stated at cost in the statement of financial position. Bank overdrafts are shown separately on the face of the statement of financial position as a current liability. For the purpose of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.

10. Prepayments and advances

Prepayments and advances are recognised in the statement of financial position when the department receives or disburses the cash. Prepayments and advances are initially and subsequently measured at cost. Prepayments and advances are expensed when services have been rendered or goods received. This include advance payments to employees in respect of subsistence and travel, advance payments to the DIRCO in respect of foreign trips undertaken by departmental officials as well as prepayments in respect of TV licences and satellite TV subscription fees.

11. Loans and receivables

Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is charged, less amounts already settled or written-off. Write-offs are made according to the department's write-off policy.

12. Payables

Payables recognised in the statement of financial position are recognised at cost.

13. Capital assets

13.1. Immovable capital assets

Immovable assets reflected in the asset register of the department are recorded in the notes to the financial statements at cost or fair value where the cost cannot be determined reliably. Immovable assets acquired in a non-exchange transaction are recorded at fair value at the date of acquisition. Immovable assets are subsequently carried in the asset register at cost and are not currently subject to depreciation or impairment. Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use. Additional information on immovable assets not reflected in the assets register is provided in the notes to financial statements.

13.2. Movable capital assets

Movable capital assets are initially recorded in the notes to the financial statements at cost. Movable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition.

Where the cost of movable capital assets cannot be determined reliably, the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the Office of the Auditor-General (OAG) may be recorded at R1. Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment.

Subsequent expenditure that is of a capital nature forms part of the cost of the existing asset when ready for use.

13.3. Intangible assets

Intangible assets are initially recorded in the notes to the financial statements at cost. Intangible assets acquired through a non-exchange transaction are measured at fair value as at the date of acquisition.

Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project.

Where the cost of intangible assets cannot be determined reliably, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.

Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment.

Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

14. Provisions and contingents

14.1. Provisions

Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.

14.2. Contingent liabilities

Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more

uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.

15. Contingent assets

Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.

16. Capital commitments

Capital commitments are recorded at cost in the notes to the financial statements.

17. Unauthorised expenditure

Unauthorised expenditure is recognised in the statement of financial position until such time as the expenditure is either:

- approved by Parliament with funding and the related funds are received; or
- approved by Parliament without funding and is written off against the appropriation in the statement of financial performance; or
- transferred to receivables for recovery.

Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.

18. Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred.

Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables or written-off. Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

19. Irregular expenditure

Irregular expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.

Irregular expenditure is removed from the note when it is either condoned by the relevant authority, transferred to receivables for recovery, not condoned and removed or written-off.

Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

20. Changes in accounting estimates and errors

Changes in accounting estimates are applied prospectively in accordance with MCS requirements. Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error.

In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

21. Events after the reporting date

Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.

22. Departures from the MCS requirements

Management has reviewed the financial statements and discussed it with the external audit committee after which the conclusion was made that the:

- financial statements present fairly the department's primary and secondary information; and
- department complied with the MCS.

23. Recoverable revenue

Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the NRF when recovered or are transferred to the statement of financial performance when written-off.

24. Related party transactions

Related party transactions within the Minister's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length.

The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.

25. Employee benefits

The value of each major class of employee benefit obligation (accruals, payables not recognised and provisions) is disclosed in the employee benefits note.

1. Annual Appropriation

	2021/22			2020/21	
	Final Appropriation	Actual Funds Received	Funds not requested/ Not received	Final Appropriation	Appropriation received
	R'000	R'000	R'000	R'000	R'000
Administration	190 122	190 122	-	179 454	179 454
Content Processing and Dissemination	441 387	441 387	-	422 262	422 262
Intergovernmental Coordination and Stakeholder Management	125 921	125 921	-	123 424	123 424
Total	757 430	757 430	-	725 140	725 140

The department is responsible for the COVID-19 vaccination roll-out communication awareness campaign for which R50 million was appropriated.

2. Departmental revenue

	2021/22		2020/21
	Note	R'000	R'000
Sales of goods and services other than capital assets	2.1	735	870
Interest, dividends and rent on land	2.2	34	94
Transactions in financial assets and liabilities	2.3	205	91
Departmental revenue collected		974	1 055

2.1. Sales of goods and services other than capital assets

	2021/22		2020/21
	Note	R'000	R'000
Sales of goods and services produced by the department	2	735	870
*Other sales		735	870
Total		735	870

*Other sales include revenue generated through the sale of advertising space of vacant posts in the *Vuk'uzenzele* newspaper, sale of photographs and video material and rental of parking facilities by departmental officials.

2.2. Interest, dividends and rent on land

	2021/22		2020/21
	Note	R'000	R'000
Interest		34	94
Total	2	34	94

2.3. Transactions in financial assets and liabilities

	2021/22		2020/21
	Note	R'000	R'000
*Other receipts including Recoverable Revenue		205	91
Total	2	205	91

*Other receipts include the settlement of debt of previous financial years

2.4. Donations received in-kind (not included in the main note)

	2021/22		2020/21
	Note	R'000	R'000
10 000 masks	2	-	60
Placement of poster in local newspapers (COVID-19)		-	204
Gifts received		-	5
Google Home Speaker		2	-
Rupert and Rothschild wine		1	-
9 beanies, powerbank, pen, USB flashdrive, notebook		2	-
Total		5	269

*Other receipts include the settlement of debt of previous financial years

3. Compensation of employees
3.1. Salaries and Wages

	2021/22		2020/21
	Note	R'000	R'000
Basic salary		190 937	185 795
Performance award		1 695	2 457
Service Based		14 458	14 128
Compensative/circumstantial		2 262	1 787
Periodic payments		2 380	2 820
*Other non-pensionable allowances		37 151	27 541
Total		248 883	234 528
*Other non-pensionable allowances include allowances in respect of the subsidised vehicle transport scheme and housing.			

3.2. Social Contributions

	2021/22		2020/21
	Note	R'000	R'000
Employer contributions			
Pension		24 452	23 335
Medical		10 517	9 557
Bargaining council		49	66
Insurance		291	88
Total		35 309	33 046
Total compensation of employees		284 192	267 574
*Average number of employees			
		483	492
*Average number of employees includes 443 filled posts and 40 additional posts (contracts and interns) but exclude 32 vacant posts.			

4. Departmental revenue

	2021/22		2020/21
	Note	R'000	R'000
Administrative fees		2 652	2 488
Advertising		47 881	57 563
Minor assets	4.1	1 136	1 409
Bursaries (employees)		944	712
Catering		321	59
Communication		12 199	9 646
Computer services	4.2	17 531	15 180
Consultants: Business and advisory services		1 361	195
Legal services		74	2 143
Contractors		2 089	1 911
Agency and support / outsourced services		3 585	5 776
Audit cost – external	4.3	3 171	2 753
Fleet services		2 205	3 094
Consumables	4.4	2 091	3 294
Operating leases		65 850	63 133
Property payments	4.5	12 718	10 870
Rental and hiring		29	32
Travel and subsistence	4.6	12 913	11 368
Venues and facilities		81	10
Training and development		2 211	830
Other operating expenditure	4.7	27 965	30 156
Total		219 007	222 622

The department is responsible for the COVID-19 vaccination roll-out communication awareness campaign in 2021/22, of which expenditure incurred mainly under Advertising and Communication in 2021/22.

4.1. Minor assets

		2021/22	2020/21
	Note	R'000	R'000
Tangible assets		1 136	1 409
Machinery and equipment		1 136	1 409
Total	4	1 136	1 409

4.2. Computer services

		2021/22	2020/21
	Note	R'000	R'000
SITA computer services		8 583	8 838
External computer service providers		8 948	6 342
Total	4	17 531	15 180

4.3. Audit cost – External

		2021/22	2020/21
	Note	R'000	R'000
Regularity audits		3 171	2 753
Total	4	3 171	2 753

4.4. Consumables

		2021/22	2020/21
	Note	R'000	R'000
Consumable supplies		545	934
Uniform and clothing		3	-
Household supplies		320	711
Building material and supplies		74	72
Communication accessories		1	11
IT consumables		12	9
Other consumables		135	131
Stationery, printing and office supplies		1 546	2 360
Total	4	2 091	3 294

4.5. Property payments

		2021/22	2020/21
	Note	R'000	R'000
Municipal services		5 515	4 724
Property management fees		70	59
Property maintenance and repairs		1 015	146
*Other		6 118	5 941
Total	4	12 718	10 870

*Other include expenditure in respect of security and cleaning services, fumigation and maintenance of office accommodation

4.6. Travel and subsistence

		2021/22	2020/21
	Note	R'000	R'000
Local		11 311	9 089
Foreign		1 602	2 279
Total	4	12 913	11 368

4.7. Other operating expenditure

		2021/22	2020/21
	Note	R'000	R'000
Professional bodies, membership and subscription fees		131	281
Resettlement costs		436	321
*Other		27 398	29 554
Total	4	27 965	30 156

*Included in "Other" is the printing and distribution cost of the fortnightly *Vuk'uzenzele* newspaper

5. Payments for financial assets

		2021/22	2020/21
	Note	R'000	R'000
Material losses through criminal conduct		86	-
Theft	5.2	86	-
Other material losses written off	5.1	12	13
Debts written off	5.3	16	19
Total		114	32

5.1. Other material losses written off

		2021/22	2020/21
	Note	R'000	R'000
Nature of losses			
Damage to rented vehicle		8	13
Flight No show		4	
Total	5	12	13

5.2. Details of theft

		2021/22	2020/21
	Note	R'000	R'000
Nature of theft			
Loss of assets		86	-
Total	5	86	-

5.3. Debts written off

		2021/22	2020/21
	Note	R'000	R'000
Nature of debts written off			
Ex-employees (officials deceased and tax written off)		16	19
Total	5	16	19

6. Transfers and subsidies

		2021/22	2020/21
	Note	R'000	R'000
Departmental agencies and accounts	Annex 1A	246 418	211 823
Households	Annex 1B	1 271	1 930
Total		247 689	213 753

7. Expenditure for capital assets

		2021/22	2020/21
	Note	R'000	R'000
Tangible assets		4 002	8 129
Buildings and other fixed structures		26	45
Machinery and equipment	27	3 976	8 084
Total		4 002	8 129

7.1. Analysis of funds utilised to acquire capital assets – 2021/22

		2021/22	2020/21
	Note	R'000	R'000
Tangible assets		4 002	4 002
Buildings and other fixed structures		26	26
Machinery and equipment		3 976	3 976
Total		4 002	4 002

7.2. Analysis of funds utilised to acquire capital assets – 2020/21

		2021/22	2020/21
	Note	R'000	R'000
Tangible assets		8 129	8 129
Building and other fixed structures		45	45
Machinery and equipment		8 084	8 084
Total		8 129	8 129

8. Unauthorised Expenditure**8.1. Reconciliation of unauthorised expenditure**

	2021/22		2020/21
	Note	R'000	R'000
Opening balance		4 406	4 406
Closing balance		4 406	4 406
Analysis of closing balance			
Unauthorised expenditure awaiting authorisation		4 406	4 406
Total		4 406	4 406
National Treasury submitted a report to the SCOPA. The resolution is awaited.			

8.2. Analysis of unauthorised expenditure awaiting authorisation per economic classification

	2021/22		2020/21
	Note	R'000	R'000
Current		4 406	4 406
Total		4 406	4 406

8.3. Analysis of unauthorised expenditure awaiting authorisation per type

	2021/22		2020/21
	Note	R'000	R'000
Unauthorised expenditure due to overspending of the vote and main division within the vote.		4 406	4 406
Total		4 406	4 406

9. Cash and cash equivalents

	2021/22		2020/21
	Note	R'000	R'000
Consolidated Paymaster General Account		191 755	308 972
Cash receipts			
Disbursements		(4 531)	(15 396)
Cash on hand		98	98
Total		187 322	293 674

Excluded above are total receipts of R1.395 million in respect of the 2021/22 financial year that will interface in the bank account at the beginning of the first quarter of 2022/23. The receipts relate mainly to advance payments from one government institution in respect of media bulk-buying campaigns.

10. Prepayments and advances

	2021/22		2020/21
	Note	R'000	R'000
Travel and Subsistence		8	2
Advances paid (Not expensed)	10.1	548	482
Prepayments (Not expensed)	10.2	10	10
Total		566	494



10.1. Advances paid (Not expensed)

		Balance as at 1 April 2021	Less: Amount expensed in current year	Add: Current Year advances	Balance as at 31 March 2022
	Note	R'000	R'000	R'000	R'000
National departments	10	482	(1 461)	1 527	548
Total		482	(1 461)	1 527	548

Advances paid (Not expensed) refer to advance payments in respect of Subsistence and Travelling that were paid to the DIRCO in respect of officials who travelled abroad.

Advances paid (Not expensed)

		Balance as at 1 April 2021	Less: Amount expensed in current year	Add: Current Year advances	Balance as at 31 March 2022
	Note	R'000	R'000	R'000	R'000
National departments	10	1 605	(1 143)	20	482
Total		1 605	(1 143)	20	482

10.2. Prepayments (Not expensed)

		Balance as at 1 April 2021	Less: Amount expensed in current year	Add: Current Year prepayments	Balance as at 31 March 2022
	Note	R'000	R'000	R'000	R'000
Goods and services	10	10	(404)	404	10
Total		10	(404)	404	10

The closing balance above relates to satellite TV subscriptions that will be expensed at the time that the service is rendered.

Prepayments (Not expensed)

		Balance as at 1 April 2021	Less: Amount expensed in current year	Add: Current Year prepayments	Balance as at 31 March 2022
	Note	R'000	R'000	R'000	R'000
Goods and services	10	14	(189)	185	10
Total		14	(189)	185	10

11. Receivables

		2021/22			2020/21		
		Current	Non-Current	Total	Current	Non-Current	Total
	<i>Note</i>	R'000	R'000	R'000	R'000	R'000	R'000
Claims recoverable	11.1	415	-	415	404	-	404
Recoverable expend	11.2	13		13			
Staff debt	11.3	94	63	157	30	72	102
F&W expenditure	11.5	10	5	15			
Other receivables	11.4	127	-	127	113	14	127
Total		659	68	727	547	86	633

11.1. Claims recoverable

		2021/22		2020/21
	<i>Note</i>	R'000	R'000	R'000
National departments	Annex 3	11		-
Public entities	Annex 3	404		404
Total	11	415		404

11.3. Staff debt

		2021/22		2020/21
	<i>Note</i>	R'000	R'000	R'000
Employees		155		101
Private telephone		2		1
Total	11	157		102

11.2. Recoverable expenditure

		2021/22		2020/21
	<i>Note</i>	R'000	R'000	R'000
Disallowance account - amount under investigation		13		-
Total	11	13		-

11.4. Other receivables

		2021/22		2020/21
	<i>Note</i>	R'000	R'000	R'000
Ex-employees		127		127
Total	11	127		127

11.5. Fruitless and wasteful expenditure

	2021/22		2020/21
	Note	R'000	R'000
Opening balance		-	-
Less: amounts recovered		-	-
Transfer from note 24: Fruitless and wasteful expenditure		15	-
Total	11	15	-

A matter of possible fruitless and wasteful expenditure relating to a prior financial year was referred to the Theft and Losses Committee. After deliberations, the committee agreed that there was negligence by the officials involved. In accordance with the cancellation policy of the service provider, the GCIS would still be held liable for the payment. The committee further requested evidence from the officials involved but could not be provided. In the absence of submitting the evidence, the committee concluded that an official be held liable for the cost until such time that evidence is provided to prove the contrary. The theft and loss control unit registered the loss as a debt for recovery in accordance with the required guidelines.

12. Voted funds to be surrendered to the Revenue Fund

	2021/22		2020/21
	Note	R'000	R'000
Opening balance		13 030	13 116
Transfer from statement of financial performance		2 426	13 030
Paid during the year		(13 030)	(13 116)
Closing balance		2 426	13 030

13. Departmental revenue and NRF receipts to be surrendered to the Revenue Fund

	2021/22		2020/21
	Note	R'000	R'000
Opening balance		74	7
Transfer from Statement of Financial Performance		974	1 055
Paid during the year		(1 031)	(988)
Closing balance		17	74

14. Payables – current

	2021/22		2020/21
	Note	R'000	R'000
Advances received	14.1	190 307	285 893
Other payables	14.2	98	72
Closing balance		190 405	285 965

14.1. Advances received

	2021/22		2020/21
	Note	R'000	R'000
National departments	Annex 5B	96 597	109 996
Provincial departments	Annex 5B	3 358	1 353
Public entities	Annex 5B	90 352	174 544
Total	14	190 307	285 893

14.2. Other payables

	2021/22		2020/21
	Note	R'000	R'000
Income Tax		98	66
Sal: Pension Fund		-	6
Total	14	98	72

15. Net cash flow available from operating activities

	2021/22		2020/21
	<i>Note</i>	R'000	R'000
Net surplus as per Statement of Financial Performance		3 400	14 085
Add back non cash/cash movements not deemed operating activities		(105 803)	72 702
(Increase) / decrease in receivables		(112)	781
(Increase) / decrease in prepayments and advances		(72)	1 125
Increase in payables – current		(95 560)	76 771
Expenditure on capital assets		4 002	8 129
Surrenders to Revenue Fund		(14 061)	(14 104)
Net cash flow generated by operating activities		(102 403)	86 787

16. Reconciliation of cash and cash equivalents for cash flow purposes

	2021/22		2020/21
	<i>Note</i>	R'000	R'000
Consolidated Paymaster General account		191 755	308 972
Disbursements		(4 531)	(15 396)
Cash on hand		98	98
Total		187 322	293 674

Excluded above are total receipts of R1,395 million in respect of the 2021/22 financial year that will interface in the bank account at the beginning of the first quarter of 2022/23. The receipts relate mainly to advance payments from one government institution in respect of media bulk-buying campaigns.

17. Contingent liabilities and contingent assets**17.1. Contingent liabilities**

	2021/22		2020/21
	<i>Note</i>	R'000	R'000
Liable to			
Claim against the department	<i>Annex 2</i>	1 722	998
Other	<i>Annex 2</i>	2 800	2 950
Total		4 522	3 948

A plaintiff instituted legal action against the department in respect of a copyright matter regarding the use of a photograph. The final liability has not been determined by the court at year-end, however, it is estimated that the future liability may amount to R44 000. The department awaits the date of hearing whereby the merits of the matter will be ventilated fully. It was estimated in 2020/21 that the total legal cost on this matter will amount to R2,3 million, and the State Attorney project the future legal cost will still not exceed R2,3 million at end of 2021/22 financial year. Legal fees amounting to approximately R1,9 million was paid in the 2020/21 financial year. An amount of approximately R74 000 was paid in the 2021/22 financial year in respect of one matter relating litigation; the balance of approximately R76 000 was cancelled as the matter is closed. Approximately R1,678 million in relation to a labour relations matter is estimated in the 2021/22 financial year. The amount increased due to two new cases estimated at R1 million and an adjustment of R67 000 on an existing case. An amount of R278 000 relating to labour relations matters was reduced due to two cases being finalised.

18. Capital commitments

	2021/22		2020/21
	<i>Note</i>	R'000	R'000
Machinery and equipment		1 480	733
Total		1 480	733

19. Accruals and payables not recognised
19.1. Accruals

			2021/22	2020/21
			R'000	R'000
Listed by economic classification	30 Days	30+ Days	Total	Total
Goods and services	3 173	8 969	12 142	11 153
Capital assets	181	223	404	97
Total	3 354	9 192	12 546	11 250

Listed by programme level

		2021/22	2020/21
		Note	R'000
Listed by programme level			
1. Administration		5 688	3 698
2. Content Processing and Dissemination		2 496	3 959
3. Intergovernmental Coordination and Stakeholder Management		4 362	3 593
Total		12 546	11 250

The 2021/22 financial year accruals in respect of media buying communication campaigns that are not funded from GCIS voted funds and therefore not included above amount to R18,464 million by 31 March 2022. Purchase orders were issued to service providers in 2021/22 in accordance with National Treasury procurement instructions.

19.2. Payables not recognised

			2021/22	2020/21
			R'000	R'000
Listed by economic classification	30 Days	30+ Days	Total	Total
Goods and services	1 321	4	1 325	489
Capital assets	-	-	-	-
Total	1 321	4	1 325	489

Listed by programme level

		2021/22	2020/21
		Note	R'000
1. Administration		516	271
2. Content Processing and Dissemination		531	98
3. Intergovernmental Coordination and Stakeholder Management		278	120
Total		1 325	489

The balance above represent payables due to service providers for services rendered. Payables not recognised in respect of media communication campaigns that are not funded from the GCIS voted funds and therefore not included above in the 2021/22 amount to approximately R1,036 million by 31 March 2022. Payables not recognised in respect of 2020/21 media communication campaigns amounted to R2,851 million by 31 March 2021.

20. Employee benefits

		2021/22	2020/21
		Note	R'000
Leave entitlement		11 784	14 286
Service bonus (Thirteenth cheque)		7 527	7 372
Performance awards		-	41
Capped leave commitments		3 825	3 807
Other		167	164
Total		23 303	25 670

Negative leave credits as at 31 March 2022 amounts to R128 392,65. Included in Other is the estimated value of approximately R146 000 in respect of 14 officials that will receive long-term service rewards in 2022/23 for 20 years' service. There are no projected payments in 2022/23 in respect of 30 and 40-year long-term service rewards. The estimated long-term service rewards of 2021/22 to the value of approximately R144 000 was paid in 2021/22.

21. Lease commitments**21.1. Operating leases**

2021/22	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000
Not later than 1 year	69 921	477	70 398
Later than 1 year and not later than 5 years	163 899	371	164 270
Total lease commitments	233 820	848	234 668

A significant amount of office lease commitments is in respect of the head office building. Other office accommodation leases include the nine provincial offices and Thusong Service Centres. There were 12 office accommodation leases on a month-to-month basis by 31 March 2022. The GCIS has an intention to renew the leases on month-to-month until medium term lease agreements are concluded with the DPWI and landlords. The GCIS does not have lease agreements with purchase options. All leases increase annually in accordance with the escalation rates stipulated in the lease agreements. The GCIS does not sublet any of the leased offices.

2020/21	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000
Not later than 1 year	65 612	676	66 288
Later than 1 year and not later than 5 years	228 059	417	228 476
Total lease commitments	293 671	1 093	294 764

22. Accrued departmental revenue

	2021/22		2020/21
	Note	R'000	R'000
Sales of goods and services other than capital assets		185	252
Total		185	252

The amount above reflects the value of advertising revenue that was outstanding at 31 March 2022 from other departments and public entities in respect of the advertising of vacant posts in the *Vuk'uzenzele* newspaper. The value of advertising revenue that was outstanding at 31 March 2021 was partially paid in 2021/22 of which the remaining balance as at 31 March 2022 is approximately R185 000. It is envisaged that accrued departmental revenue will not be affected by the COVID-19 pandemic.

22.1. Analysis of accrued departmental revenue

	2021/22		2020/21
	Note	R'000	R'000
Opening balance		252	287
Less: Amounts received		(552)	(102)
Add: Amounts recognised		485	67
Closing balance	22	185	252

23. Irregular expenditure
23.1. Reconciliation of irregular expenditure

		2021/22	2020/21
	Note	R'000	R'000
Opening balance		280	-
Add: Irregular expenditure: current year	23.1	4 575	280
Less: Prior year amounts condoned	23.2	6	-
Less: Current year amounts condoned		-	-
Less: Prior year amounts not condoned and removed	23.3	(125)	
Irregular expenditure awaiting condonation		4 724	280

Nine cases of possible irregular expenditure to the value of approximately R280 000 were under investigation as at 31 March 2021. An amount of approximately R125 000 was refunded to the GCIS by suppliers in the 2021/22 financial year and irregular expenditure to the value of approximately R6 000 was condoned by the Accounting Officer. During the 2021/22 audit, irregular expenditure amounting to R4,575 million relating to the extension and/or expansion of panels of service providers was identified and under investigation.

23.1 Details of current and prior year irregular expenditure – added current year (under determination and investigation)

Incident	Disciplinary steps taken/criminal proceedings	2021/22 R'000
Extension of Panels of Service Providers	Matter is still under investigation	4 575

23.2. Details of irregular expenditure condoned

Incident	Disciplinary steps taken/criminal proceedings	2021/22 R'000
Procurement of COVID-19 PPE	Amount was condoned by the Accounting Officer	6

23.3. Details of irregular expenditure removed - (not condoned)

Incident	Disciplinary steps taken/criminal proceedings	2021/22 R'000
Procurement of COVID-19 PPE	Included in the 2020/21 financial year closing balance of Irregular Expenditure are procurement of PPE.	125

Three cases of possible irregular expenditure to the value of approximately R125 000 were under investigation at 31 March 2021. The three suppliers refunded the irregular expenditure amounts to the GCIS.

23.4. Details of the non-compliance where an institution is involved in an inter-institutional arrangement

Incident	Disciplinary steps taken/criminal proceedings	2021/22 R'000
Irregular expenditure relating to 2020/21 financial year not yet condoned as at 31 March 2022		
Department of Justice and Constitutional Development		92
Department of Justice and Constitutional Development		92
Department of Water and Sanitation		14
Irregular expenditure relating to 2021/22 financial year not yet condoned as at 31 March 2022		
South African Police Service		60

Included above is envisaged irregular expenditure of approximately R198 000 in respect of the 2020/21 financial year that is under investigation and relating to media buying communication campaigns of client departments that are not funded from GCIS-voted funds. Irregular expenditure under investigation relating to Media-Buying campaigns not funded by the GCIS for the 2021/22 financial year amount to approximately R60 000.

24. Fruitless and wasteful expenditure**24.1. Reconciliation of fruitless and wasteful expenditure**

	2021/22		2020/21
	Note	R'000	R'000
Opening balance		4 020	4 000
Fruitless and wasteful expenditure: prior year		-	20
Less: Amounts transferred to receivables for recovery	11.5	(20)	-
Less: Amounts written off		-	-
Closing balance		4 000	4 020

A submission was made to the State Attorney for legal advice. The State Attorney submitted a response with recommendations to the GCIS. The department considered those recommendations and compiled a submission to National Treasury.

25. Related party transactions

Related parties to the GCIS are The Presidency, the DPME, Brand SA, the MDDA and Statistics South Africa (Stats SA). On 27 January 2021, the Minister of Small Business Development was appointed as Acting Minister in The Presidency until 5 August 2021. The Department of Small Business Development (DSBD) and its entity, Small Enterprise Development Agency (SEDA), were included to the related parties to the GCIS until 5 August 2021.

Transactions with related parties are at arm's length of which balances at 31 March 2022 are disclosed in Annexures 3 and 5B. All related parties had no opening balance in respect of salary claims at the start of the 2021/22 financial year.

In respect of media bulk-buying campaigns, the MDDA had an opening balance of R727 000 while a further R587 900 was paid by the MDDA into the GCIS bank account at 31 March 2021, resulting in available funds for media bulk-buying campaigns of approximately R1 314 900 – expenditure amounting to R967 000 incurred at 31 March 2022 resulting in the closing balance of R348 000 as at 31 March 2022.

The DPME paid an amount of R997 193 into the GCIS bank account during the first quarter of 2022/23 - expenditure amounting to R861 000 incurred by 31 March 2022, resulting in the closing balance of R136 000 as at 31 March 2022. The Presidency and Stats SA had zero opening balances and no additional funds were transferred at 31 December 2021. With relation to the Acting Minister in The Presidency, the DSBD had a zero opening balance at 1 April 2021 and no funds were transferred by 31 March 2022. SEDA had an opening balance of R120 000 at 1 April 2021. The full amount was expensed by 31 March 2022, resulting in a closing balance of R0 at 31 March 2022.

A total of 1 373 non-monetary services relating to radio production, photography and video services were rendered as at 31 March 2022 of which 1 371 were for The Presidency, one for Brand SA and one for the MDDA.

26. Key management personnel

	No. of Individuals	2021/22	2020/21
	R'000	R'000	R'000
Officials:			
Level 15 to 16	7	9 407	8 669
Level 14	12	15 547	12 838
Level 13	40	45 288	42 698
Family members of key management personnel	1	294	81
Total		70 536	64 286

In accordance with the MCS, the department determined that officials on levels 13-16 are key management personnel. Mr TB Ramotse was appointed as an intern in the Gauteng Provincial Office, effective from 1 March 2019 but was reappointed as a Principal Communication Officer in the KwaZulu-Natal Provincial Office on a 12-month contract with effect from 1 September 2021. Mr TB Ramotse is a family member of Mr TP Ramotse who is a Director (Level 13) in the Chief Directorate: Social Protection, Community and Human Development; Governance, State Capacity and Institutional Development Clusters.

27. Movable Tangible Capital Assets
MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE PERIOD ENDED 31 MARCH 2022

	Opening balance	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	86 563	4 254	(5 046)	85 771
Transport assets	260	-	-	260
Computer equipment	43 784	3 901	(4 339)	43 346
Furniture and office equipment	15 846	71	(551)	15 366
Other machinery and equipment	26 673	282	(156)	26 799
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	86 563	4 254	(5 046)	85 771

Included in the total additions of R4.254 million are assets purchased during the 2021/22 financial year to the value of approximately R3.976 million and assets received but not yet paid as at 31 March 2022 to the value of R335 000. Assets which were received in the 2020/21 financial year but paid in the 2021/22 financial year amount to approximately R57 000.

Movable tangible capital assets under investigation

Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation

	Number	Value
		R'000
Machinery and equipment	16	328

There were 16 assets to the value of approximately R328 000 under investigation by 31 March 2022. Twelve (12) assets were noted during assets verification in the 2021/22 and four (4) were reported to the Theft and Loss Control Officer.

27.1. Movement for 2020/21
MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE PERIOD ENDED 31 MARCH 2021

	Opening balance	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	78 925	8 093	455	86 563
Transport assets	260	-	-	260
Computer equipment	36 759	7 458	433	43 784
Furniture and office equipment	15 852	16	22	15 846
Other machinery and equipment	26 054	619	-	26 673
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	78 925	8 093	455	86 563

27.2. Minor assets
MOVEMENT IN MINOR ASSETS PER ASSET REGISTER FOR THE PERIOD ENDED 31 MARCH 2022

	Machinery and equipment	Total
	R'000	R'000
Opening balance	13 362	13 362
Additions	1 142	1 142
Disposals	(201)	(201)
TOTAL MINOR ASSETS	14 303	14 303

Included in the total additions of R1.042 million are minor assets purchased during the 2021/22 financial year to the value of R1.136 million and minor assets to the value of R6 000 received but not paid by 31 March 2022. Included in the above closing balance by 31 March 2021 are library books that were not recorded on the asset register of the logistical system but recorded on a separate register.

	Machinery and equipment	Total
	R'000	R'000
Number of R1 minor assets	90	90
Number of minor assets at cost	5 314	5 314
TOTAL MINOR ASSETS	5 404	5 404

Minor capital assets under investigation
Included in the above total of the minor capital assets per the asset register are assets that are under investigation

	Number	Value
	R'000	R'000
Machinery and equipment	9	19

Minor Assets
MOVEMENT IN MINOR ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Machinery and equipment	Total
	R'000	R'000
Opening balance	12 156	12 156
Additions	1 409	1 409
Disposals	(203)	(203)
TOTAL MINOR ASSETS	13 362	13 362

Included in the above closing balance at 31 March 2021 is seven (7) assets transferred from the former Department of Telecommunications and Postal Services for entity oversight. The assets were recorded at R1 each due to lack of supporting documents from the transferring department. Also included in the above closing balance by 31 March 2021 are library books to the value of around R630 000 that were not recorded on the asset register of the logistical system but recorded on a separate register.

	Machinery and equipment	Total
	R'000	R'000
Number of R1 minor assets	117	117
Number of minor assets at cost	5 381	5 381
TOTAL MINOR ASSETS	5 498	5 498

27.3. Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 March 2022

	Machinery and equipment	Total
	R'000	R'000
Assets written off	86	86
TOTAL MOVABLE ASSETS	86	86

Three laptops were written off at 31 March 2022 due to theft. The matters were reported and concluded by the Theft and Losses Committee.

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2021

	Machinery and equipment	Total
	R'000	R'000
Assets written off	-	-
TOTAL MOVABLE ASSETS	-	-

28. Intangible Capital Assets

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE PERIOD ENDED 31 March 2022

	Opening balance	Additions	Closing Balance
	R'000	R'000	R'000
SOFTWARE	545	-	545
TOTAL INTANGIBLE CAPITAL ASSETS	545	-	545

28.1. Movement for 2020/21

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance	Additions	Closing Balance
	R'000	R'000	R'000
SOFTWARE	545	-	545
TOTAL INTANGIBLE CAPITAL ASSETS	545	-	545

29. Immovable Tangible Capital Assets

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 March 2022

	Opening balance	Additions	Disposal	Closing Balance
	R'000	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	1 390	26	-	1 416
Other fixed structures	1 390	26	-	1 416
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	1 390	26	-	1 416

29.1. Movement for 2020/21

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance	Additions	Closing Balance
	R'000	R'000	R'000
BUILDINGS AND OTHER FIXED STRUCTURES	1 345	45	1 390
Other fixed structures	1 345	45	1 390
TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS	1 345	45	1 390

30. COVID-19 Response Expenditure

	Disposal	Closing Balance
	R'000	R'000
Goods and services	51 556	60 374
Expenditure for capital assets	-	75
	51 556	60 449

The department is responsible for the COVID-19 vaccine roll-out communication awareness campaign for which R50 million was appropriated in the 2021/22 financial year. The total amount spent on COVID-19 at the end of the 2021/22 financial year amount to approximately R51.556 million. This expenditure can be attributed to the following:

- Communication awareness campaigns – R50 098 million
- PPE – R931 000
- Office disinfection – R527 000

ANNEXURE 1A

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2020/21
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
South African Broadcasting Corporation	69	-	-	69	40	58%	43
Media Development and Diversity Agency	33 026			33 026	33 026	100%	32 279
Brand South Africa	213 352			213 352	213 352		179 501
Total	246 447	-	-	246 447	246 418	100%	211 823

ANNEXURE 1B

STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION				TRANSFER		2020/21
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Leave gratuity due to retirement of officials	750	-	-	750	752	100%	1 239
Leave gratuity due to death of officials	50	-	-	50	50	100%	100
Leave discounting	500	-	-	500	469	94%	591
Total	1 300	-	-	1 300	1 271		1 930

ANNEXURE 1C

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2021/22	2020/21
		R'000	R'000
Received in kind			
2021/22			
Gauteng Legislature	Laptop bag	-	-
Creative Space Media	Google Home Speaker	1	
Creative Space Media	Google Home Speaker	1	
Neo Technology	Mouse pad and cable case	-	
Neo Technology	Desk calender		
Chinese Embassy	Rupert and Rothschild wine	1	
Exxaro	Nine (9) beanies, powerbank, pen, USB flashdrive and notebook	2	
		-	
2020/21			
Global Max Media Group	10 000 masks	-	60
Global Max Media Group	Thirty (30) books	-	2
GCIS	Congratulatory hamper	-	1
Chinese Embassy	De Toren wine and Ferrero Rocher chocolates	-	1
DPSA	BT wireless headphones and snacks	-	1
Standard Bank	Placement of poster in local newspapers in provinces (COVID-19 awareness)	-	204
TOTAL		5	269

ANNEXURE 1D

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS MADE AND REMISSIONS, REFUNDS AND PAYMENTS MADE AS AN ACT OF GRACE

NATURE OF GIFT, DONATION OR SPONSORSHIP (Group major categories but list material items including name of organisation)	2021/22	2020/21
	R'000	R'000
Made in kind		
2021/22		
Furniture and Office Equipment: Five (5) chairs, five (5) cabinets, two (2) tables and one (1) vacuum cleaner.		
Computer Equipment: Nine (9) laptops, seven (7) docking stations, ten (10) printers, two (2) projectors, nine (9) monitors, seven (7) CPUs.		
Other Machinery: One (1) vacuum cleaner.		
The following were the recipients of the above items: Amathuba Computer Hub; Herschel White Door Centre; Hillside White Door Centre; Bayiza Traditional Council; Mtweni Secondary School; Qiqa Uphile; Abanebhongo Persons with Disabilities; Rise and Shine; Latita Care and Development Centre and Ikageng; Tholulwazi Secondary School and Remogo Community Development Organisation.		
2020/21		
Furniture: One (1) chair straight; three (3) settees; three (3) cabinets, three (3) tables; two (2) microphones, two (2) loud-hailers and one (1) flip chart.		
Computer Equipment: Nine (9) laptops, three (3) docking station, one (1) projector and two (2) screen projectors.		
Other Machinery: Five (5) cameras and six (6) DVD players.		
The following were the recipients of the above items: Centane White Door Centre; PAUTTI; Patogeng Primary School; National Association of People Living with HIV and AIDS; Impendulo Foundation; Yakhingomso Youth Agency; Gawula High School and House of Divine.		
Included in the 2020/21 are the following donations which were approved in the 2020/21 financial year but were only given to beneficiaries in the 2021/22 financial year:		
Furniture: Two (2) workstation desks.		
Computer Equipment: Four (4) Dell notebooks and three (3) Dell monitors.		
Other Machinery: Two (2) cameras, one (1) projector, one (1) fridge and one (1) vacuum cleaner.		
The following were the recipients of the above items: Agape Family Life; Multi Vision Development Projects; Alke Foundation; Golden Light Bearers; Viedgesville Thusong Centre and Centane Thusong Centre.		
	-	-

ANNEXURE 2

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2022

Nature of liability	Opening balance 1 April 2021	Liabilities incurred during the year	Liabilities paid / cancelled / reduced / during the year	Liabilities recoverable	Closing balance 31 March 2022
	R'000	R'000	R'000	R'000	R'000
Claims against the department					
Estimated liability in respect of copyright matter	42	2	-	-	44
Estimated liability in respect of labour relations matter	956	1 000	278	-	1 678
Subtotal	998	1 002	278	-	1 722
Other					
Estimated legal cost in respect of copyright matter	2 300	-	-	-	2 300
Estimated legal cost in respect of litigation matters that relate to labour relations	650	-	(150)	-	500
Subtotal	2 950	-	(150)	-	2 800
TOTAL	3 948	1 002	428	-	4 522

A plaintiff instituted legal action against the department in respect of a copyright matter regarding the use of a photograph. The final liability has not been determined by the court at year-end, however, it is estimated that the future liability may amount to R44 000. The department awaits the date of hearing whereby the merits of the matter will be ventilated fully. It was estimated in 2020/21 that the total legal cost on this matter will amount to R2,3 million, and the State Attorney project the future legal cost will still not exceed R2.3 million at end of 2021/22 financial year. Legal fees amounting to approximately R1.9 million was paid in the 2020/21 financial year. An amount of approximately R74 000 was paid in the 2021/22 financial year in respect of one matter relating litigation; the balance of approximately R76 000 was cancelled as the matter is closed. Approximately R1,678 million in relation to a labour relations matter is estimated in the 2021/22 financial year. The amount increased due to two new cases estimated at R1,000 million and an adjustment of R67 000 on an existing case. An amount of R278 000 relating to labour relations matters was reduced due to two cases being finalised.

CLAIMS RECOVERABLE

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at 31 March 2021	
	31/03/2022	31/03/2021	31/03/2022	31/03/2021	31/03/2022	31/03/2021	Receipt date up to six (6) working days after year end	Amount
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
NATIONAL / PROVINCIAL DEPARTMENTS								
Department of Health	-	-	11	-	11	-		
Subtotal	-	-	11	-	11	-		-
OTHER GOVERNMENT ENTITIES								
Commission for Public Service Innovation (CPSI) / DPSA	-	-	404	404	404	404		
Subtotal	-	-	404	404	404	404		
TOTAL	-	-	415	404	415	404		
A claim to the value of R404 000 was previously instated against the CPSI and the DPSA but neither institution committed to honour the claim. Due to unsuccessful attempts by the GCIS to recover the amount from the aforementioned institutions, the matter was submitted to the State Attorney for consideration and recovery. The State Attorney issued a legal opinion that the CPSI should reimburse the GCIS. A claim was resubmitted to the CPSI, however the latter escalated the matter to National Treasury for further guidance but have not yet received a response. The department was preparing a submission to the Minister in The Presidency.								

ANNEXURE 4

INTER-GOVERNMENT PAYABLES

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at 31 March 2021	
	31/03/2022	31/03/2021	31/03/2022	31/03/2021	31/03/2022	31/03/2021	Receipt date up to six (6) working days after year end	Amount
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
OTHER GOVERNMENT ENTITY								
Non-Current								
Statistics South Africa	3 762	3 762	-	-	3 762	3 762		
Subtotal	3 762	3 762	-	-	3 762	3 762		
Total Other Government Entities	3 762	3 762	-	-	3 762	3 762		
TOTAL	3 762	3 762	-	-	3 762	3 762		
An amount of R3.762 million is owed to Stats SA as the remaining balance of an outdoor advertising campaign that occurred in 2010/11 (Census 2011).								

ANNEXURE 5A

INTER-ENTITY ADVANCES PAID

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2022	31/03/2021	31/03/2022	31/03/2021	31/03/2022	31/03/2021
	R'000	R'000	R'000	R'000	R'000	R'000
NATIONAL DEPARTMENT	-	-	-	-	-	-
International Relations and Cooperation	-	-	548	482	548	482
TOTAL	-	-	548	482	548	482

ANNEXURE 5B

INTER-ENTITY ADVANCES RECEIVED

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2022	31/03/2021	31/03/2022	31/03/2021	31/03/2022	31/03/2021
	R'000	R'000	R'000	R'000	R'000	R'000
NATIONAL DEPARTMENTS						
Current						
Agriculture, Forestry and Fisheries	-	-	-	2 915	-	2 915
Arts and Culture	-	-	4 845	5 262	4 845	5 262
Cooperative Governance and Traditional Affairs	-	-	3 476	16 048	3 476	16 048
Correctional Services	-	-	71	-	71	-
Agriculture, Land Reform and Rural Development			1 999		1 999	-
DPSA			667		667	-
Environment	-	-	5 459	6 414	5 459	6 414
Health	-	-	960	3 213	960	3 213
Higher Education and Training	-	-	260	732	260	732
Home Affairs	-	-	5 173	11 132	5 173	11 132
Human Settlements	-	5 428	11 842	-	11 842	5 428
Justice and Constitutional Development	-	-	4 637	11 064	4 637	11 064
Labour	-	-	7 435	4 497	7 435	4 497
Military Veterans	-	2 802	7 747	-	7 747	2 802
Mineral Resources	-	-	162	798	162	798
National Treasury	-	-	4 566	1 461	4 566	1 461
DPME	-	-	137	-	137	-
Public Works and Infrastructure	-	-	584	6 250	584	6 250
Rural Development and Land Reform	-	-	779	3 546	779	3 546
Social Development	-	6 606	14 665	-	14 665	6 606
South African Police Service	-	-	807	2 723	807	2 723
Science and Technology	-	-	6 709	-	6 709	-
Tourism	-	172	235	-	235	172
Transport	-	-	7 344	6 227	7 344	6 227
Water Affairs	-	-	473	5 450	473	5 450
Women	-	-	672	2 974	672	2 974
Telecommunications & Postal Services	-	-	4 893	4 282	4 893	4 282
Subtotal	-	15 008	96 597	94 988	96 597	109 996

Government Entity	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2022	31/03/2021	31/03/2022	31/03/2021	31/03/2022	31/03/2021
	R'000	R'000	R'000	R'000	R'000	R'000
PROVINCIAL DEPARTMENTS						
Current						
North West: Office of the Premier	-	-	758	211	758	211
Eastern Cape: Department of Public Works	-	-	537	-	537	-
Gauteng: Office of the Premier	-	676	1 958	-	1 958	676
North West: Finance and Economic Development	-	-	105	466	105	466
Subtotal	-	676	3 358	677	3 358	1 353
PUBLIC ENTITIES						
Current						
Community Schemes Ombud Services	-	-	1 966	5 385	1 966	5 385
Civilian Secretariat for Police Service	-	-	308	283	308	283
Compensation Fund	-	-	51 637	85 946	51 637	85 946
CGE	-	-	229	572	229	572
Development Bank of Southern Africa	-	-	3 653	8 132	3 653	8 132
Education, Training and Development Practice	-	-	865	348	865	348
Government Pensions Administration Agency	-	-	440	690	440	690
Health Professions Council of South Africa	-	-	-	260	-	260
Independent Communications Authority of South Africa	-	-	15 000	161	15 000	161
Marine Living Resources Fund	-	-	-	-	-	-
MDDA	-	-	348	727	348	727
Municipal Demarcation Board			1 477		1 477	-
National Home Builders Registration Council	-	-	-	2 219	-	2 219
National Regulator for Compulsory Specifications	-	-	469	3 998	469	3 998

NPA	-	-	-	-	-	-
Office of Health Standards Compliance	-	-	108	-	108	-
NSG	-	-	588	588	588	588
Postbank	-	-	15	-	15	-
Road Accident Fund	-	-	-	24 170	-	24 170
Road Traffic Infringement Agency	-	-	3 654	-	3 654	-
Road Traffic Management Corporation	-	-	-	100	-	100
South African Local Government Association	-	-	242	2 957	242	2 957
South African Tourism	-	-	-	11 743	-	11 743
SEDA	-	-	-	121	-	121
South African National Roads Agency	-	-	5 215	17 213	5 215	17 213
South African National Parks	-	-	920	2 354	920	2 354
Science and Technology	-	-	-	6 000	-	6 000
SIU	-	-	185	185	185	185
Unemployment Insurance Fund	-	-	3 033	392	3 033	392
Subtotal	-	-	90 352	174 544	90 352	174 544
TOTAL	-	15 684	190 307	270 209	190 307	285 893
Current	-	15 684	190 307	270 209	190 307	285 893
Non-current	-	-	-	-	-	-

ANNEXURE 6

COVID-19 RESPONSE EXPENDITURE

Per quarter and in total

Expenditure per economic classification	APRIL 2021	MAY 2021	JUN 2021	Subtotal Q1	JUL	AUG 2021	SEPT 2021	Subtotal Q2	OCT 2021	NOV 2021	DEC 2021	Subtotal Q3	JAN 2022	FEB 2022	MAR 2022	Subtotal Q4	TOTAL 2021/22	TOTAL 2020/21
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Compensation of employees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Goods services	508	635	914	2 057	14 670	5 606	8 874	29 150	4 328	4 667	1 512	10 507	3 410	4 084	2 348	9 842	51 556	60 374
Management/Handling fees	-	-	-	-	-	-	209	209	-	-	-	-	-	-	-	-	209	721
Advert: Promotional items	-	14	-	14	-	30	-	30	-	-	-	-	-	24	2	26	70	79
Advert:Marketing	350	489	622	1 461	14 472	5 439	8 510	28 421	4 194	4 533	551	9 278	2 529	1 518	1 660	5 707	44 867	55 299
Eqp<R5000:Audio Visual Equip	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23
Eqp<R5000:Domestic Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17
F&O/Eqp<R5000:Office Equipment	-	-	13	13	-	-	-	-	-	-	857	857	-	-	-	-	870	3
F&O/Eqp<R5000:Office Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1 025
EQP<R5000:ASS DEV,MED&ALLIED EQU	2	-	(2)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Catering:Departml activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Com:Airtime & Data	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	505
Com:Radio & TV Transmissions	103	66	157	326	90	61	79	230	66	127	28	221	810	2 525	48	3 383	4 160	568
Ext Comp Ser: Sft Lcn:Scurt Soft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ext Comp Ser: Sft Lcn:Dev Soft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9
Contrctrs: Casual Labourers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3
CONTRCTRS:AUDIO-VISUAL SERV	51	51	32	134	-	-	-	-	-	2	-	2	-	-	-	-	136	-
CONTRCTRS: Medical Services	-	-	4	4	4	-	8	12	-	2	1	3	(19)	-	-	(19)	-	-
A&S/O/S:Researcher	-	-	-	-	-	-	-	-	-	-	-	-	-	-	599	599	599	146

Cons supp: Medical Supplies	-	-	-	-	-	28	-	28	-	-	2	2	-	1	26	27	57	31
Cons Hous Sup:Dis Paper/Plast	-	-	-	-	2	-	-	2	1	1	-	2	-	-	-	-	4	268
Cons Hous Sup:Groceries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Cons Hous Sup:Toiletries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14
Cons Hous Sup:Wash/Clean Dete	-	-	1	1	2	-	-	2	-	-	-	-	9			9	12	128
Cons Mat&Sup:Notice Boards&Signs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Cons: Medical Kit	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17
P/P:Cleaning Services	-	-	-	-	-	-	49	49	6	-	13	19	22	7	7	36	104	179
P/P:Pest Cntrl/Fumigation	2	-	87	89	84	30	19	133	61	2	60	123	59	6	-	65	410	43
T&S Dom:Road Transport	-	-	-	-	-	-	-	-	-	-	-	-	-	3	6	9	9	889
O/P:Printing&Publications serv	-	15	-	15	16	18	-	34	-	-	-	-	-	-	-	-	49	406
																	-	721
Expenditure for capital assets																		
Assitive Device, Med&Allied Equ	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75
TOTAL COVID-19 RESPONSE EXPENDITURE	508	635	914	2 057	14 670	5 606	8 874	29 150	4 328	4 667	1 512	10 507	3 410	4 084	2 348	9 842	51 556	60 449

The department is responsible for the COVID-19 vaccine roll-out communication awareness campaign for which R50 million was appropriated of the 2021/22 financial year. The total amount spent on COVID-19 at the end of the 2021/22 financial year amount to approximately R51.556 million. This expenditure can be attributed to the following:

- Communication awareness campaigns – R50 098
- PPE – R931 000
- Office disinfection – R527 000



PART F:

APPENDIX

CONTACT DETAILS

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2021/22

Government Communications (GCIS)

ANNUAL REPORT





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