URhulumente weNtshona Koloni
EzeMfundo

ICandelo loLawulo loKuthengwa kweeMpahla neeNkonzo

Isalathiso: 20170404-9737
5/1/7/4
Imibuzo: JT Solomons

ISetyhula: 0019/2017
Umhla wokuphelelwa: Awukho

Iya: KumaSekela Balawuli-Jikelele, kuBalawuli abaziiNtloko, kuBalawuli, kumaSekela-Balawuli, kumaGosa e-*SCM* nakumaGosa oQhagamshelwano naBathengi naBathengisi (*SCM Champions)*

Isishwankathelo esifutshane: *Iinkqubo neentlawulo zokulungiselela iindibano zaseburhulumenteni (iisemina, oomasifundisane, iiseshoni zoqeqesho, iintlanganiso zeeforam neenkomfa)*

ISihloko: Iinkqubo neentlawulo ezihlaziyiweyo zokulungiselela iindibano zaseburhulumenteni (iisemina, oomasifundisane, iiseshoni zoqeqesho, iintlanganiso zeeforam neenkomfa)

1. Le setyhula itshitshisa iSetyhula 0032/2016.

2. ISebe leMfundo leNtshona Koloni (*WCED*) liyivumile le nkqubo ilandelayo:

2.1 Iindawo ezikumaziko eSebe i*WCED* kunye/okanye ezikumaziko emfundo ephakamileyo zinokusetyenziselwa iindibano zaseburhulumenteni. Iindibano ezilolu hlobo zifuna uXwebhu lweMvumelwano (*Memorandum of Agreement (MOA)*, oluneziqulatho zoXwebhu oluyidrafti lwe-*MOA* (oluqhotyoshelwe njengesiHlomelo A), noluyimvumelwano emakungenwe kuyo ngokusayina olu xwebhu ngawo omabini amaqela achaphazelekayo phambi kokuba iqalise indibano ethile. Igosa leSebe iWCED elinegunya lokusayina ubuncinane malibe ngumntu okwinqanaba loMlawuli.

2.2 Iindleko nemimiselo nemiqathango esebenzayo kuwo omabini amaqela achaphazelekayo, mazicaciswe kuXwebhu lwe-*MOA* yaye makungabikho zintsingiselo zimbaxa kulo. Ezi ndleko zinokubandakanya imbuyiselo esengqiqweni yenkcitho eyongezelelweyo enokubakho ngenxa yokunyuka kweqondo lokusetyenziswa kombane, amanzi, (ukusetyenziswa kweethoyilethi), ithoyilethipheyipha kunye nazo naziphi na iifasilithi zezixhobo zesandi nemifanekiso *(audiovisual facilities)* kunye/okanye neenkonzo zokhuseleko ezibonelelwe liziko.

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2.3 Amanye amaziko eSebe i*WCED* kunye/okanye amaziko emfundo ephakamileyo anokubatyisa abantu njengenxalenye yenkonzo efunekayo. Kwiimeko ezinjengezi, kuya kusebenza inkcitho eqingqiweyo nemayibhalwe kuXwebhu lwe-*MOA*.

2.4 Isibonelelo saqho ngosuku (inkcitho eqingqiweyo) ngokweSikhokelo sePhondo simi ngolu hlobo lulandelayo:

Ukutya/Into eselwayo (engebubo utywala)	**Esona sibonelelo siphezulu saqho ngosuku (2017/18)**
Isidlo sasemini	R67,20 (ngosuku)
Ikofu/Iti/Idrinki (imini yonke)	R21,72 (ngosuku)

2.5 Esi sibonelelo saqho ngosuku sihlaziywa qho ngonyaka liSebe loMphathiswa *(Department of the Premier (DotP)*). Iindleko ekuvunyelwene ngazo ziya kuhlawulwa kwiziko elichaphazelekayo ngeentlawulo ezenziwa ngoomatshini (*transfers payments)* njengoko kuvunyelwene phakathi kwamaqela achaphazelekayo kwi-*MOA*. Akukho malungiselelo enzelwa iintlawulo zesidlo sakusasa nesesopholo *(tariff for breakfast and supper)* njengoko umphathi owenza lo msebenzi ochaphazelekayo, kuya kufuneka anike izizathu ezivokothekileyo ukulungiselela ukuvunywa koku kwinqanaba leNtloko yeSebe eliKhulu echaphazelekayo (uSekela Malwuli-Jikelele).

3. Xa kungenzeka ukuba kungabikho fasilithi ifanelekileyo yeSebe i*WCED* kunye/okanye eyeziko lemfundo ephakamileyo ifumanekayo, zinokusetyenziswa iifasilithi zamanye amasebe karhulumente okanye ezo zoomasipala. Kule meko kusebenza umgqaliselo owamkelekileyo wokufumana inkonzo efunekayo kwicandelo likarhulumente yaye ikowuteshini yeendleko makuvunyelwane ngayo ize ibhalwe phantsi kuXwebhu lwe-*MOA*.

4. Nakuba kunjalo, ukuba azikho iifasilithi ezifanelekileyo ezifumanekayo kwiSebe iWCED kunye/okanye kumaziko emfundo ephakamileyo, okanye kwamanye amasebe karhulumente okanye koomasipala, kuya kusebenza iinkqubo zokuthengwa kweempahla neenkonzo zikarhulumente eziqhelekileyo zokufumana iifasilithi nezokutyiswa kwabantu abakwindibano. Kwiimeko ezinjengezi, imigaqo (*parameters)* iya kungqinelana nesikhokelo se-*DotP* se-R85,14 umntu ngamnye ngosuku. Nakuba kunjalo, abaphathi abenza lo msebenzi abachaphazelekayo, mabaqinisekise ukuba iinzuzo zokuncitshiswa kweendleko zivele kumboneleli-nkonzo ngothetha-thethwano lokuncitshiswa kweendleko, apho kunokwenzeka.

5. Makugcinwe irejista yabantu abakhoyo kwindibano kuzo zonke iindibano yaye abakhoyo mabayisayine le rejista ngosuku ngalunye lokubakho kwabo kwindibano. Irejista esayiniweyo yabantu abakhoyo kwindibano mayifakwe njengenxenye yamaxwebhu entlawulo eyenziwa ngomatshini abubungqina babantu abebekho.

6. Mazithintelwe kangangoko kunokwenzeka iindibano zaseburhulumenteni eziqhuba ixesha elide kunosuku olunye kuba zibangela iindleko. Nakuba kunjalo, ukuba kunyanzelekile ukuba kwenziwe amalungiselelo okubakho kweendibano/kwamatheko eentsuku ezininzi, uXwebhu lwe-*MOA* oluyimvumelwano ekungenwe kuyo, malucacise inkqubo yembuyiselo *(reimbursement*) ukulungiselela iinkonzo zokutyiswa kwabantu ngosuku lokuqala nangezoo ntsuku zilandelayo. Kubalulekile ke ngoko ukuba abaphathi baqinisekise ukuba iyaphunyezwa yaye ilandelwe ngokuthe mbo inkqubo yokuphendula (*RSVP process)*. Ababoneli-nkonzo baya kubuyiselwa ngokulungisa ukutya ngokwelisti epheleleyo yabantu ekulindeleke babekho ngosuku olunye kwakunye nenani kanye labantu abakhoyo ngeentsuku ezilandelayo.

7. Xa kusetyenziswa iifasilithi zeSebe i*WCED* njengendawo yendibano, uMgaqo-nkqubo osebenzayo oyi-*Policy for Air Travel, Road Transport and Accommodation for Official Purposes,* uya kusebenza kwabo bameli bathe ngenxa yeemeko ezithile, bafuna indawo yokulala ezihotele, nakwizindlu zeendwendwe (*guest houses)*, njl.njl.

8. Ezi nkqubo zisebenza ukususela nge-01 Isilimela 2017 yaye mazaziswe bonke abachaphazekelayo ukuze bazithathele ingqalelo.

ISAYINWE: NGU- BK SCHREUDER
INTLOKO: YESEBE LEMFUNDO
UMHLA: 2017-05-06

ANNEXURE A

Western Cape Government

Education

MEMORANDUM OF AGREEMENT

Entered into by and between:

THE WESTERN CAPE GOVERNMENT VIA ITS DEPARTMENT OF EDUCATION

(Herein represented by …………………….. in his/her

capacity as…………………and duly authorised thereto)

(Herein referred to as "the Department")

and

____

a duly registered public school under the auspices of the Western Cape Education Department or TVET College under the auspices of the Department of Higher Education or government institution (duly represented by …………………in his/her capacity as ……………….)

(Hereinafter referred to as "the SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION")

(collectively called as "the Parties")

WHEREAS the Parties have reached an agreement in terms of which the Department will transfer into the registered account of ……………………… in the amount of R ………… (*"the funds")* to the SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION for the operational expenses incurred for the acquisition of:

A. Venue and facilities
B. Catering

The SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION to accommodate ____ duly registered teachers, trainers, district officials, head office officials and directors for the event as set out in the attached proposal of the SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION, a copy of which is annexed hereto, marked as "A" and incorporated herein ("*the proposal*").

SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION has identified one plenary hall as the facility needed for the event. SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION is in possession of a written agreement with the Department to use these premises for the intended purpose.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

The Department shall effect payment in the amount of___________ in one payment, through transfer payment, prior to the event date, subject to the following terms and conditions:

1. The SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION hereby confirms that it takes full responsibility for the facility whilst it is utilized for the purpose for which it was acquired for the period as set out in the agreement between of the Parties.

2. The costs reflected in this agreement will be full and final payment to SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION.

3. The funds may only be utilised for the purpose that has been agreed upon.

4. Funds shall be transferred into the designated account opened in the name of the SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION as registered with the Western Cape Education Department or other government department.

5. Should any of the funds not be used as per the agreement, after the funds have been paid over, the relevant funds must immediately be refunded to the Department.

6. Expenditure vouchers, including cash cheques and attendance registers must be retained for audit purposes.

7. The SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION grants authorised officials of the Western Cape Government, through its Institutional Development Officers, access to its financial records and these officials shall be entitled to inspect the SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION records at its premises, after reasonable prior written notice of its intentions to do so has been furnished.

8. Should the SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION breach any or all of the conditions as set out in this agreement, and fail to remedy such breach within 30 days of receiving such written notice from the Department requiring it to do so, the Department, without detriment to any other remedy which may be available to it in law, shall be entitled to cancel this agreement and claim back all allocated funds with interest.

9. This memorandum of agreement constitutes the sole and only agreement between the parties pertaining to the subject matter thereof and no amendments thereto shall be of any force or effect unless reduced to writing and signed by both parties.

10. If any of the clauses of this agreement are found to be invalid or not binding on the parties, such finding will not affect the validity of this agreement and the parties agree to be bound by the other provisions of the agreement.

SIGNED AT ……………………………. ON THIS ……… DAY of ………………… 201x

____

THE DEPARTMENT (Herein represented by in his/her capacity as ………………….)

AS WITNESS:

1. ……………………………………

2. ……………………………………

SIGNED AT ……………………………. ON THIS ……… DAY of…………………… 201x

____

SCHOOL/TVET COLLEGE/GOVERNMENT INSTITUTION
(Herein represented by…………… in his capacity, as Principal/CEO/MANAGER, duly authorised thereto)

AS WITNESS:

1. …………………………………

2. …………………………………