

CONTROL LIST OF INPUTS RECEIVED FOR ANNUAL FINANCIAL STATEMENTS

# Note	Note description	Respons. Directorate	Responsible person(s)	Dates(s)		Returned for correction
				Due date	Received signed input	
1	Annual appropriation					
1.1	Annual appropriation	DMA	Riaan Eyssen/Patrick Adams			
1.2	Conditional grants	DMA	Riaan Eyssen/Patrick Adams			
2	Statutory appropriation	N/A	N/A	-	-	-
3	Departmental revenue	DFA	Chantal Adendorff			
4	Aid assistance	DMA	Riaan Eyssen/Patrick Adams			
5	Compensation of employees	DMA	Riaan Eyssen/Patrick Adams			
	Average no. of employees	DPS	Hlengiwe Sishi/Taryn Florence			
6	Goods & services	DMA	Riaan Eyssen/Patrick Adams			
6.3	Audit cost - External	DFA	Chantal Adendorff			
7	Interest & rent on land	DMA	Riaan Eyssen/Patrick Adams			
8	Payments for financial assets					
8.1	Other material losses	DFA	Avela Bolilitye			
8.2	Other material losses written off					
8.3	Debts written off					
8.4	Details of theft					
8.5	Forex losses					
9	Transfers & subsidies	DMA	Riaan Eyssen/Patrick Adams			
10	Expenditure for capital assets	DMA	Riaan Eyssen/Patrick Adams			
10.1	Analysis of funds utilized to acquire capital assets - reporting year	DFA	Phumlani Abraham			
10.2	Analysis of funds utilized to acquire capital assets – previous year					
10.3	Finance lease expenditure included in exp. for capital assets					
11	Cash & cash equivalents	DFA	Chantal Adendorff			
12	Other financial assets	DFA	Avela Bolilitye			
11	Unauthorised expenditure	DMA/ DFA	Riaan Eyssen/Patrick Adams			
13	Prepayments & advances					
13.1	Advances paid (Not expensed)	DFA	Chantal Adendorff			

13.2	Prepayments (Not expensed)	DFA	Chantal Adendorff			
13.3	Prepayments (Expensed)	DFA	Chantal Adendorff			
13.4	Advances paid (Expensed)	DFA	Chantal Adendorff			
14	Receivables					
	Stmnt. Of Changes in Net Assets (movement of Rec. Rev. debt cases)	DFA	Chantal Adendorff			
14.1	Claims Recoverable	DFA	Chantal Adendorff			
14.2	Trade receivables	N/A	N/A	-	-	-
14.3	Recoverable expenditure	DFA	Chantal Adendorff			
14.4	Staff debt	DFA	Chantal Adendorff			
		DFA	Sindiswa Dlamini			
14.5	Other receivables	DFA	Chantal Adendorff			
14.6	Fruitless & wasteful expenditure	DFA	Avela Bolilitye/Phumlani Abraham			
14.7	Impairment of receivables	DFA	Phumlani Abraham/Avela Bolilitye			
15	Investments					
15.1	Impairment of investments	DFA	Chantal Adendorff			
16	Loans					
16.1	Impairment of loans	N/A	N/A	-	-	-
17	Voted funds to be surrendered to the Revenue Fund					
17.1	Voted funds/(Excess exp.) transferred to the retained funds (Parl./Legisl. only)	N/A	N/A	-	-	-
17.2	Prior period error	DFA	Phumlani Abraham			
18	Dept revenue to be surrendered to Revenue Fund					
18.1	Prior period error	DFA	Phumlani Abraham			
19	Bank overdraft					
19		DFA	Chantal Adendorff			
20	Payables – current					
20.1	Advances received	DFA	Chantal Adendorff			
20.2	Clearing accounts	DFA	Sindiswa Dlamini / Chantal Adendorff / Phumlani Abraham			
20.3	Other payables					
21	Payables – non-current					
21.1	Advances received	DFA	Chantal Adendorff			
21.2	Other payables	DFA	Sindiswa Dlamini / Chantal Adendorff / Phumlani Abraham/Avela Bolilitye			
22	Net cash flow available from operating activities					
22		DFA	Phumlani Abraham			
23	Reconciliation of cash & cash equivalents for cash flow purposes					
23		DFA	Phumlani Abraham			

24	Contingent liabilities & cont. assets				
24.1	Contingent liabilities	See annexures			
24.2	Contingent assets	CFO / DFA	Erna Veldman / Zukisani Mpisi		
		DPM	R De Bruyn/H Barnes		
25	Capital Commitments	DIP	L McGlenatendolf/Georg e P Nieuwoudt/A Adams		
26	Accruals & payables not recognised				
26.1	Accruals	DFA	Avela Bolilitye		
26.2	Payables not recognised				
27	Employee benefits				
	Leave entitlement	DPB	Devigi Pillay/Julian Gordon		
	Service bonus (13th Cheque)	DPA	Marie Mocke/Nicolene Follentine		
	Performance awards	DMA	Riaan Eyssen		
	Capped leave	DPA	Marie Mocke/Nicolene Follentine		
	Other	DFA	Sindiswa Dlamini		
28	Lease commitments				
	Operating leases				
28.1	Machinery & equipment leases	DPM	Ryana De Bruyn		
	Buildings & other fixed structures	DIP	L Mc Glenatendolf/Gerrit Coetzee		
28.2	Finance leases	DPM	Ryana De Bruyn		
28.3	Operating lease future revenue	DPM	Ryana De Bruyn		
29	Accrued departmental revenue				
29.1	Analysis of accrued dept revenue	DFA	Zukisani Mpisi		
29.2	Accrued dept revenue written off	DFA	Zukisani Mpisi		
29.3	Impairment of accrued departmental revenue	DFA	Zukisani Mpisi		
30	Unauthorised, Irregular and Fruitless & wasteful expenditure				
		DFA	Avela Bolilitye		
31	Related party transactions	CFO	Erna Veldman/Zukisani Mpisi		
32	Key management personnel	DFA	Sindiswa Dlamini		
33	Public private partnerships	N/A			
34	Impairment (Other than receivables, accrued departmental revenue, loans and	CFO / DFA	L Ely / Zukisani Mpisi / Avela Bolilitye/Phumlani Abraham		

	investments)					
35	Provisions	DFA	Erna Veldman/Zukisani Mpisi			
35.1	Reconciliation of movement in provisions	DFA	Erna Veldman/Zukisani Mpisi			
36	Non-adjusting events after reporting date	CFO / DFA	Erna Veldman/Zukisani Mpisi			
37	Movable tangible capital assets-					
	Heritage assets	DPM	R de Bruyn/A Betz			
	Machinery & equipment:					
	Transport assets	DPM	R de Bruyn / J Solomons			
	Computer equipment	DPM	R de Bruyn / A Betz			
	Furniture & office equipment	DPM				
	Other machinery & equipment	DPM				
	Library books	DCT (CTL)		Granville Stander/Lynette Prent		
	Exams: glamlocks & seals	DEA	Lucia Bredenkamp/Clive Berry			
	Biological assets	DPM	R de Bruyn / A Betz			
38	Intangible capital assets:					
	Computer software	DPM	R de Bruyn / A Betz			
39	Immovable tangible capital assets					
	Non-residential buildings	DIP	L Mc Glenatendolf /George P Nieuwoudt/Alex Adams			
	Prefabricated classrooms	DIP	L Mc Glenatendolf/Gerrit Coetzee/Ismail Jakoet			
40	Principal-agent arrangements	HDF/DFA	Erna Veldman / Zukisani Mpisi			
41	Change in accounting estimate	HDF/DFA	Erna Veldman / Zukisani Mpisi			
42	Prior period errors	DFA / DMA	Avela Bolilitye/ Riaan Eysen / P Adams			
43	Inventories	DFA	Phumlani Abraham			
43.1	Inventories for the year ended 31/03	DFA	Phumlani Abraham			
43.2	Land parcels held for Human Settlement	N/A	N/A	-	-	-
43.3	Work in progress for the year ended 31 March	DIP DPM	L Mc Glenatendolf /George P Nieuwoudt/Alex Adams Ryana De Bruyn			
43.4	Houses ready for use	N/A	N/A	-	-	-
44	Transfer of functions & mergers	CFO	Erna Veldman / Zukisani Mpisi			

45	Statement of conditional grants received	DMA	Riaan Eyssen/P Adams			
46	Statement of conditional grants paid to the provinces	N/A	N/A	-	-	-
47	Statement of conditional grants & other transfers to municipalities	N/A	N/A	-	-	-
58	Broad based black economic empowerment performance	N/A	Included in Annual Report	-	-	-
59	COVID 19 Response expenditure	DMA	Riaan Eyssen/Patrick Adams			

Annexures

# Annex	Note description	Respons. Directorate	Responsible person(s)	Due date	Dates(s)	
					Received signed input	Returned for correction
Annex 1A	Stmnt of conditional grants & other transfers paid to municipalities	DMA	Riaan Eyssen/P Adams			
Annex 1B	Stmnt of transfers to dept. agencies & accounts	DMA	Riaan Eyssen/P Adams			
Annex 1C	Stmnt of transfers to HET institutions	DMA	Riaan Eyssen/Patrick Adams			
Annex 1D	Stmnt of transfers/subsidies to public corporations & private enterprises					
Annex 1E	Stmnt of transfers to foreign government & internat. organisations					
Annex 1F	Stmnt of transfers to non-profit institutions					
Annex 1G	Statement of transfers to households					
Annex 1H	Statement of gifts, donations & sponsorships received			All Chief Directors	All Chief Directors	
Annex 1I	Statement of aid assistance received	DMA	Riaan Eyssen/Patrick Adams			
Annex 1J	Stmnt of gifts, donations & sponsorships made & remissions, refunds & payments made as an act of grace	All Chief Directors	All Chief Directors			
Annex 1K	Statement of actual monthly expenditure per grant	DMA	Riaan Eyssen/Patrick Adams			
Annex 1L	Stmnt of indirect grants between national departments & municipalities	N/A	N/A	-	-	-
Annex 2A	Statement of investments in & amounts owing by/to national/provincial public entities	N/A	N/A	-	-	-
Annex 2B	Statement of investments in & amounts owing by/to entities	N/A	N/A	-	-	-
Annex 3A	Statement of financial guarantees issued as at 31 December - local	DPB	Devigi Pillay/ Carmen Robinson			
Annex 3A	Statement of financial guarantees issued as at 31 December -foreign	N/A	N/A	-	-	-
Annex	Statement of contingent liabilities					

3B					
	Claims against the department	DFA	Avela Bolililye		
	Other: Municipal accounts	DMA	Riaan Eysen/P Adams		
Annex 4	Claims recoverable	DFA	Chantal Adendorff		
Annex 5	Inter-government payables	DFA	Sindiswa Dlamini / Chantal Adendorff		
Annex 6	Inventory - warehousing	DEA	Bertram Loriston/Shelva Willoughby		
	Inventory	DSE	Berenice Daniels		
	Inventory	DCF	Don Haripersad/Joseph Bronkhorst		
	Inventory	DEL	Clinton Walker/Lindiwe Tola		
	Inventory - warehousing	DCO Edumedia	Melvine de Vos/Anna- mare Hanekom		
	Inventory – non-warehousing	DIRS	Paul Swart/Alex Henriques/Mpumelelo Hendricks		
	Inventory – non-warehousing	DKM	Sanjith Hansraj/Ashley Jacobs/Enver Smith		
Annex 7	Movement in capital work-in-progress For the year ended 31 March	DIP	Lesline Mc Glenatendolf/George P Nieuwoudt/Gerrit Coetzee/Alexander Adams/ Ryana de Bruyn/A Betz		
Annex 8A	Inter-entity advances paid	DFA	Chantal Adendorff		
Annex 8B	Inter-entity advances received	DFA	Zukisani Mpisi/Chantal Adendorff		
Annex 9	Immovable assets additional disclosure	DIP	Lesline Mc Glenatendolf		
Annex 10	Dept. of human Settlements - Housing	N/A	Human Settlements		
Annex 11	COVID 19 response expenditure	DMA	Riaan Eysen/Patrick Adams		