



NUTRITION, POVERTY ALLEVIATION AND RURAL DEVELOPMENT PROGRAMMES

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**TO : CLUSTER CHIEF DIRECTORS
DISTRICT DIRECTORS
CES's – ESSS
NSNP COORDINATORS
SCHOOL PRINCIPALS**

FROM : DIRECTOR: NSNP

DATE : 21 JANUARY 2021

SUBJECT : NSNP FUNDS FOR SCHOOL READINESS

This memo aims to provide information to principals and district officials on NSNP funds in preparation for the schools opening. The following funds will be received by all NSNP benefiting schools:

- 4th tranche for feeding of all learners inclusive of fuel/gas and payment of Volunteer Food Handlers
- Breakfast tranche for the 20 Anti-Poverty Sites schools only
- Funds to provide PPE's for VFH's

1. FEEDING

Schools are urged to follow the NSNP Guidelines regarding procurement and reporting on nutrition food items. All schools benefiting from NSNP should submit all outstanding financial and narrative reports for the 2019/20 financial year to the Districts by 25 March 2021.

2. PERSONAL PROTECTIVE EQUIPMENT

Ensuring food quality, promoting healthy lifestyle and practicing good hygiene is a priority for the National School Nutrition Programme. The programme has a responsibility of ensuring that while the pandemic is still existing among communities the learners are protected from acquiring this virus through touching contaminated cooking and eating utensils and unprotected interaction with Meal Servers.

Therefore, all Schools are expected to make procurement plans and place orders for the PPEs to make sure that deliveries take place before the opening of schools. To mitigate the high risk of financial mismanagement and



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misappropriation a separate reporting for the PPEs should be done and submitted to Districts by, 26 February 2021. The following process must be adhered to:

- 2.1 NSNP District Co-ordinators will give guidance and support to your schools on how the procurement process should take place.
- 2.2 Procurement processes must be facilitated by the existing school procurement committees.
- 2.3 Spending of these funds is to be submitted using the expenditure reporting tool with all supporting documents attached. i.e. Quotations, invoices, copies of cheques etc.



WITBOOLVE RD(SA)
DIRECTOR- NSNP

21 January 2021
DATE