



**PHYSICAL RESOURCES MANAGEMENT**

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**TO : ALL SCHOOL PRINCIPALS  
CIRCUIT MANAGERS  
CIRCUIT MANAGEMENT CENTRE MANAGERS  
DISTRICT DIRECTORS  
CLUSTER CHIEF DIRECTORS**

**FROM : ACTING DDG DC&IOM**

**SUBJECT : PRM CIRCULAR 3: UTILISATION OF MODULE 14 OF SA-SAMS ON  
PHYSICAL RESOURCES**

**DATE : 08 OCTOBER 2021**

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Dear Colleagues,

1. Section 13 (6) of the South African Schools Act no 84 of 1996 (SASA) states that “No immovable property owned by the State and occupied by a public school may be alienated unless an agreement contemplated 10 section 14 has been concluded between the Member of the Executive Council and the prospective owner of the immovable property”.
2. The Regulations relating to Minimum Uniform Norms and Standards for Public School Infrastructure (MUNSPSI) 4 (6)(a) stipulates that “a Member of the Executive Council must, within a period of 12 months after the publication of the regulations and thereafter annually on a date and in a manner determined by the Minister, report annually to the Minister, and provide a detailed plans on the manner in which the norms are being implemented”.
3. Furthermore, reference is also made to provisions of Section 14 of the Government Immoveable Asset Management Act 19 of 2007 (GIAMA) which details the responsibilities of the Department’s Accounting Officer under this Act. Failure to comply to this law subjects the Accounting Officer to a fine or a jail term.
4. Furthermore, the Government Immoveable Asset Management Act (GIAMA) identifies a Department must use its immovable assets to deliver its services in support of its service delivery objectives.

**5. In order to comply with the above-mentioned legislation, the following provisions are being put in place for your action.**

5.1. Whereas the Department appreciates that our School Management Teams (SMTs) are aware of SA-SAMS and are using it, the completeness and correctness thereof, is of concern. You are hereby kindly reminded that:

5.1.1. It is a requirement that SMTs submit SA-SAMS information regularly, **at least Monthly**.

5.1.2. SMTs should also Verify / Update **Module 14: Physical Resources**.

5.2. SA-SAMS Module 14 contains the minimum data set of Physical Resources at a school. This provides the Department with a high-level overview of the status and infrastructure gaps at all schools.

5.3. SMTs are hereby requested to Verify / Update **Module 14: Physical Resources** by **15 October 2021** latest.

5.4. Schools should also remember, that although they might believe nothing changed, they should still work through each and every page of Module 14, verifying the information, update where necessary. They should thus save each and every page, as a way of submitting their verification of the data. **Saving the data** provides the Department with a **date stamp of the verification** thereof.

5.5. The Department will use the snapshot of the data as at **15 October and 15 March each year hence forth**, as the baseline information regarding the backlog at the school as required in the MUNSPSI, thus informing/updating the interventions accordingly. It is thus in the schools' own benefit to ensure that **Module 14: Physical Resources** is updated by the said dates.

Yours in Education



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**TJZ Mtyida**

Acting DDG DC&IOM

**08 October 2021**

**DATE**