TO : OFFICE OF THE MEC
OFFICE OF THE SG
ALL DDGs
ALL CHIEF DIRECTORS
ALL DIRECTORS H/O AND DISTRICTS
ALL STAFF

FROM : SCM PERFORMANCE

SUBJECT : DISCLOSE GIFTS, REWARDS AND HOSPITALITY

DATE : 22nd MARCH 2021

1. The above matter bears reference.

2. This memorandum serves to remind all officials in the Department in particular those officials who are in contact with Service Providers to disclose any reward, gift, favour, hospitality or any other benefit received during the 4th quarter.

3. This information should be submitted to Supply Chain Performance and Risk Management for attention Ms Shasha contact no 040 608 4314. E-mail address xoliswa.shasha@ecdoe.gov.za for declaration in the Annual Financial Statements on a quarter basis.

4. Your co-operation and understanding is appreciated.

MH. HARMSE  
CHIEF DIRECTOR: SCM  

DATE

building blocks for growth