



OFFICE OF THE HEAD OF DEPARTMENT

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INTERNAL MEMORANDUM

**TO : CLUSTER CHIEF DIRECTORS: CLUSTER A AND CLUSTER B
DISTRICT DIRECTORS
ASD AND OSD OFFICIALS ON SALARY LEVELS 9 AND 10**

FROM : ACTING HEAD OF DEPARTMENT

DATE : 26 JULY 2024

**SUBJECT : SUBMISSION OF FINANCIAL DISCLOSURES FOR ASD AND OSD
OFFICIALS ON SALARY LEVELS 9 AND 10**

1. The above matter refers.
2. We note with concern the low level of completion of financial disclosures for ASD and OSD officials on salary levels 9 and 10.
3. It is required by law that the Financial Disclosures for the officials mentioned in number 2 be submitted by 31 July 2024.
4. All OSD and ASD officials are implored to ensure that the financial disclosures are completed by 31 July 2024.
5. Consequence management will apply where non submission is identified.
4. Cluster Chief Directors and District Directors are to ensure compliance with the above.

Yours faithfully,

**MS.S.A. MAASDORP
ACTING HEAD OF DEPARTMENT**

DATE: 30.07.24