

Matjhabeng Local Municipality

Request for information register

2018/19

Updated: 14 November 2019

Issued, not due	2	7%
Overdue	0	0%
Exception	8	30%
Received	13	48%
Partially received	0	0%
Received late	4	15%
Withdrawn	0	0%
Received late-closed	0	0%
Not issued	0	0%
Total	27	100%

Request of information register

Request #	Requested Items	AG Official	Date Requested	Date Due	Date information received (Last date of info received for request)	Time of submission	Status	Was information received on time	Has all information been received	Information received is adequate to address request	Municipal official who submitted the information	Comments	Exception Raised	Auditors commitments
1	Status of Records Review Information		14/10/2019	17/10/2019			Received							
2	General Planning Information		14/10/2019	17/10/2019	01/11/2019	13:00	Exception	No	No	No	Tebogo Raad	All received	  ISS.2	Commitment by MM information should be provided to auditors by COB - 01/11
3	Additional Internal Audit Information		14/10/2019	17/10/2019	01/11/2019	13:00	Exception	No	No	No	Tebogo Raad	All received	  ISS.3	Commitment by MM information should be provided to auditors by COB - 01/11 - Only one audit report was provided Management submitted all the information on the 01/11/2019
4	Audit Committee Information		14/10/2019	17/10/2019	17/10/2019	17:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
5	HR and Procurement Information		14/10/2019	17/10/2019	01/11/2019	13:00	Exception	No	No	No	N/a	Performance evaluation for one employee	  ISS.5	Commitment by MM information should be provided to auditors by COB - 01/11 Some of the information was received on the 01/11/2019
6	Risk Management Information		14/10/2019	17/10/2019	17/10/2019	16:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
7	ISA request		14/10/2019	17/10/2019	17/10/2019	17:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
8	Cash and bank documents		17/10/2024	22/10/2019	23/10/2019	09:00	Exception	No	No	No	Tebogo Raad	All received	  ISS.10	Commitment by MM information should be provided to auditors by COB - 01/11 Received on the 05/11/2019
9	Litigations documents		17/10/2019	22/10/2019	25/10/2019	13:29	Received late	No	Yes	Yes	Tebogo Raad	All received (File that was outstanding was received on the 25/10/2019)	N/a	
10	Internal audit information		22/10/2019	24/10/2019	01/11/2019	13:00	Exception	No	No	No	N/a	Contract between ARMS and Matjhabeng Local Municipality is still outstanding	  ISS.8	Commitment by MM information should be provided to auditors by COB - 01/11 Some of the information was received on the 01/11/2019
11	SCM Business Process		22/10/2019	24/10/2019	24/10/2019	15:30	Received late	No	Yes	Yes	Tebogo Raad	All received	N/a	
12	Management Experts		22/10/2019	24/10/2019	29/10/2019	16:15	Received late	No	Yes	Yes	Tebogo Raad	All received	N/a	
13	Environmental		23/10/2019	25/10/2019	25/10/2019	15:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
14	Solar and Payday		23/10/2019	25/10/2019	25/10/2019	15:00	Received	Yes	Yes	Yes	Tebogo Raad	Assessing information received	N/a	

15	Consequence Management		24/10/2019	28/10/2019	07/11/2019	14:00	Exception	No	No	No	Tebogo Raad	7. Any investigation report (for cases reported to SAPS). 6. Register of all investigations (on going and finalised).	🚧🚧 ISS.13	Commitment by MM information should be provided to auditors by COB - 01/11 Management did not submit the information on the 01/11/2019
16	PMU		28/10/2019	30/10/2019	30/10/2019	16:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
17	Commitment System		28/10/2019	30/10/2019	30/10/2019	12:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
18	Purchases System		28/10/2019	30/10/2019	30/10/2019	03:15	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
19	Revenue		29/10/2019	31/10/2019	30/10/2019	12:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
20	AOPO		31/10/2019	04/10/2019	04/11/2019	16:00	Received	Yes	Yes	Yes	Tebogo Raad	All received		
21	Capital Assets System		31/10/2019	04/11/2019	08/11/2019	16:00	Received late	No	No	Yes	Tebogo Raad	Item 6 is outstanding	N/a	
22	Audit Committee		04/11/2019	06/11/2019	06/11/2019	03:05	Exception				Tebogo Raad	Declaration of interests of the audit committee members	🚧🚧 ISS.28	
23	UIF		04/11/2019	06/11/2019	05/11/2019	10:00	Received	Yes	Yes	Yes	Tebogo Raad	All received	N/a	
24	Interest Declaration		06/11/2019	08/11/2019	11/11/2019	13:04	Exception				Tebogo Raad	Management Response As per Schedule 1 of the Code of Conduct of the Municipal Systems Act 32 of 2000.	🚧🚧 ISS.29	
25	Employee Related Cost		06/11/2019	08/11/2019	08/11/2019	10:57	Received	Yes	Yes	Yes	Jaundre	All received	N/a	
26	Supply Chain Management		13/11/2019	15/11/2019			Issued, not due							
27	Revenue Committee		14/11/2019	18/11/2019			Issued, not due							