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Department of Finance *Office of the Head of Department*

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Departement van Finansies

Kgoro ya Matlotlo

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REF : (DoF : 13/1/P)

PROVINCIAL TREASURY CIRCULAR 29 OF 2012

TO: ACCOUNTING OFFICERS

THE ACCOUNTING OFFICER: VOTE 1: OFFICE OF THE PREMIER (DR NONHLANHLA MKHIZE)
THE ACCOUNTING OFFICER: VOTE 2: PROVINCIAL LEGISLATURE (MR SS SANYANE)
THE ACCOUNTING OFFICER (ACTING): VOTE 3: FINANCE (MR JB MBATHA)
THE ACCOUNTING OFFICER: VOTE 4: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR D MAHLOBO)
THE ACCOUNTING OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT AND LAND ADMINISTRATION (MS NL SITHOLE)
THE ACCOUNTING OFFICER: VOTE 6: ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM (DR DV DLAMINI)
THE ACCOUNTING OFFICER: VOTE 7: EDUCATION (MS MOC MHLABANE)
THE ACCOUNTING OFFICER: VOTE 8: PUBLIC WORKS, ROADS & TRANSPORT (MR KM MOHLASEDI)
THE ACCOUNTING OFFICER: VOTE 9: SAFETY, SECURITY & LIAISON (MR ST SIBUYI)
THE ACCOUNTING OFFICER: VOTE 10: HEALTH (MR R MNISI)
THE ACCOUNTING OFFICER: VOTE 11: CULTURE SPORTS AND RECREATION (MS SP MJWARA)
THE ACCOUNTING OFFICER (ACTING): VOTE 12: SOCIAL DEVELOPMENT (MS NL MLANGENI)
THE ACCOUNTING OFFICER: VOTE 13: HUMAN SETTLEMENTS (MR D DUBE)

CHIEF FINANCIAL OFFICERS:-

THE CHIEF FINANCIAL OFFICER: VOTE 1: OFFICE OF THE PREMIER (MR T NKOJOANA)
THE CHIEF FINANCIAL OFFICER: VOTE 2: PROVINCIAL LEGISLATURE (MR C MABUNDA)
THE CHIEF FINANCIAL OFFICER: VOTE 3: FINANCE (MS P SEMENYA)
THE CHIEF FINANCIAL OFFICER: VOTE 4: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (MR MD SHIPALANA)
THE CHIEF FINANCIAL OFFICER: VOTE 5: AGRICULTURE, RURAL DEVELOPMENT AND LAND ADMINISTRATION (MR C DLAMNINI)
THE CHIEF FINANCIAL OFFICER: VOTE 6: ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM (MS JP HLATSHWAYO)
THE CHIEF FINANCIAL OFFICER: VOTE 7: EDUCATION (MR CB MNISI)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 8: PUBLIC WORKS, ROADS & TRANSPORT (MR S SHONGWE)



THE CHIEF FINANCIAL OFFICER: VOTE 9: SAFETY, SECURITY & LIAISON (MR BH NGOMA)
THE CHIEF FINANCIAL OFFICER: VOTE 10: HEALTH (MS G MILAZI)
THE CHIEF FINANCIAL OFFICER: VOTE 11: CULTURE SPORTS AND RECREATION (MR M KHOZA)
THE CHIEF FINANCIAL OFFICER: VOTE 12: SOCIAL DEVELOPMENT (MS P MORGAN)
THE CHIEF FINANCIAL OFFICER (ACTING): VOTE 13: HUMAN SETTLEMENT (MS B MOJAPELO)

PROVINCIAL TREASURY

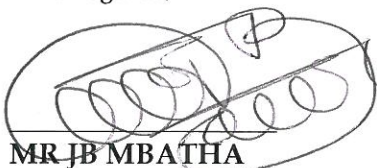
THE GENERAL MANAGER: SUSTAINABLE RESOURCE MANAGEMENT (PT) MS N NKAMBA
THE GENERAL MANAGER: ASSETS LIABILITIES MANAGEMENT (PT) MR R MASAMBO
THE GENERAL MANAGER FINANCIAL GOVERNANCE (PT) MS J BEZUIDENHOUT

GENERIC FUNCTIONAL STRUCTURE FOR THE OFFICE OF THE CHIEF FINANCIAL OFFICER (CFO)

Attached please find circular received from National Treasury regarding the above subject. It will be appreciated if the content of the circular could be brought to the attention of the relevant officials in the Department.

Should you require further information regarding the Generic functional structure for the Office of the CFO be required, you are well come to contact Mr Jeffrey Hlongwane on (012) 315 5900 or via e-mail at Jeffrey.hlongwane@treasury.gov.za or, Mr Shack Human on (012) 315 5886 or via e-mail at schalk.human@treasury.gov.za. Alternatively, Mr Siyabonga Msimang from the Department of Public and Administration can be contacted on Tel (012) 336-1403 or via e-mail at Siyabonga@dpsa.gov.za.

Kind regards,



MR JB MBATHA
ACTING HEAD OF DEPARTMENT
DATE: 28/9/2016



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

**NATIONAL TREASURY
REPUBLIC OF SOUTH AFRICA**

Enquiries: Schalk Human Tel: 012 315 5615 Fax: 012 315 5791

20 September 2012

**ACCOUNTING OFFICERS
PROVINCIAL ACCOUNTANT-GENERALS
CHIEF FINANCIAL OFFICERS**

GENERIC FUNCTIONAL STRUCTURE FOR THE OFFICE OF THE CHIEF FINANCIAL OFFICER (CFO)

PURPOSE

1. The purpose of this circular is to inform all national and provincial departments of the generic functional structure and minimum functions in the Office of the Chief Financial Officer (CFO).

BACKGROUND

2. The Minister of the Public Service and Administration issued a Directive in 2006 in terms of section 3(3)(e) of the Public Service Act of 1994 on organisational structuring to specify which changes to the organisational structure of a department must be consulted prior to the approval thereof by the relevant Executive Authority (EA). This is in line with Public Service Regulation 1(III) B.2 which states that an EA shall determine the organisational structure of a department after consultation with the Minister of Public Service and Administration to ensure that department's design and functional organisational structure support effective and efficient service delivery.
3. National Treasury in collaboration with the DPSA developed a generic functional structure for the Office of the CFO. The structure is an outcome of comprehensive consultation with all key stakeholders by the Functional and Organisational Structure Corporate Management units' task team under the leadership of DPSA.

GENERIC FUNCTIONAL STRUCTURE FOR THE OFFICE OF THE CHIEF FINANCIAL OFFICER (CFO)

6. Three options on how to apply the proposed Generic CFO structure were agreed upon and can be summarised as follows:
 - a) OPTION 1- this is a typical financial management functional structure including all traditional financial management functions.
 - b) OPTION 2- this option incorporate asset management into supply chain management
 - c) OPTION 3 – this option combines expenditure and revenue management - this is where the department's revenue collection is limited.
7. The Generic Functional Structures for the priority sector departments (Health, Education, Social Development, Office of the Premier including the Corporate Management unit) have been approved and recommended for implementation by the relevant sector teams, but awaits sign off by the Minister for Public Service and Administration (MPSA) before they become an official directive. The MPSA will issue a Directive under programme 1 to formalise the generic functional structures through official communication channels of the DPSA.
8. The generic functional structure for the Office of the CFO and various options are available on the Office of the Accountant-General's website, [http://oag.treasury.gov.za/ Publications / Capacity Development Strategy/Generic Structure for Office of CFO](http://oag.treasury.gov.za/Publications/Capacity%20Development%20Strategy/Generic%20Structure%20for%20Office%20of%20CFO) .

CONCLUSION

9. The generic functional structure for the Office of the CFO will ensure consistency across departments and contribute to financial management capacity across spheres of government.
10. Departments are advised to align their current CFO structures to the new Generic Functional Structure for the Office of the CFO in line with DPSA's guidelines on organisational design principles and proposed functional structure.
11. Should any additional information regarding the generic functional structure for the Office of the CFO be required, you are welcome to contact Mr Jeffrey Hlongwane on Tel: (012) 315 5900 or via email at jeffrey.hlongwane@treasury.gov.za or Mr Schalk Human on 012 315 5886 or via email at schalk.human@treasury.gov.za. Alternatively, Mr Siyabonga Msimang from the Department of Public Service and Administration can be contacted on Tel: (012) 336-1403 or via email at Siyabonga@dpsa.gov.za

Your cooperation in this regard will be appreciated.

Kind regards



**FREEMAN NOMVALO
ACCOUNTANT-GENERAL
NATIONAL TREASURY**

DATE: 20 September 2012