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| **BRRR ACTION PLAN**  **BUDGETARY REVIEW AND RECOMMENDATION REPORT OF THE PORTFOLIO COMMITTEE ON WOMEN IN THE PRESIDENCY** | | |
| **Recommendations: The Minister of Women in the Presidency should ensure that the following recommendations are implemented.** | | |
| **BRRR RECOMMENDATION** | **RESPONSIBILITY** | **STATUS at end 31 JANUARY 2018** |
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| **8.1 Audit Action Plan** |  |  |
| 1. The Committee recommends that the Department must develop an audit action plan and implement the recommendations made by the AGSA and improve on the MPAT results. These action plans should address the root cause of the problems, clearly articulate specific actions with key persons responsible at a senior management level and specify time frames. All action plans should be submitted to the Committee with the 2nd Quarterly Report for 2017/2018 on 14 November 2017. | CFO | * An audit action plan has been developed and approved by the Director-General on 31 August 2017. It has been implemented with immediate effect after approval. * The plan address the root causes of the findings, provide actions to clear or address the findings with responsible persons and clear time frames. * The updated audit action plan as at 31 Jan 2018 will be submitted with the 2nd Quarterly Report for 2017/18 on 13 February 2018. |
| 1. The Committee recommends that the Department should monitor and evaluate the implementation of action plans and progress reports should be submitted to the Committee on a monthly basis until the end of the 2017/18 financial year. | CFO | * The Audit Action Plan is submitted on a monthly basis to all the responsible officials to update the status and progress of the remedial actions and tabled monthly at the departmental Audit Steering Committee to monitor and evaluate the progress of implementation of the actions. * Internal Audit has performed an audit on the action plan up to the end of November 2017 and is currently in the process of verification as at 31 January 2018 information. |
| 1. The Committee recommends that the Department must report monthly to the Committee on progress made with regards to implementing the recommendations made by the AGSA, the Audit and Risk Committee and the DPME via the MPAT 2016. A clear explanation should be provided in instances where recommendations have not been implemented and what the remedial action is. The key person/s responsible for implementing recommendations must be submitted to the Committee. | CD:SM | Monthly reporting on the audit action plan is done and monitored by the Office of the CFO and Internal Audit audits progress and issue assurance of the report.  The MPAT implementation plan is monitored by Exco. The Risk Management and MPAT status progress on MPAT since 2014 are included in the presentation. |
| 1. The Committee recommends that the Department provides a detailed list of names of officials who have contravened the PFMA, National Treasury Regulations and SCM policies during 2016/17, indicate the nature of the contravention, the cost incurred and the consequence management implemented by the respective manager. | CFO  CD:CM | The 2015/16 FY and 2016/17 FY, there are no cases at the present stage against any official. For the 2017/18 FY, A number of officials implicated in one report will be subjected to recommendations of the report for remedial action. |
| 1. The Department should provide quarterly reports on the consequence management it will take to remedy the poor performance of members at the SMS level. | CD:CM  ODG | Noted, the reports will be submitted as they become available. |
| **8.2 Financial performance** |  |  |
| 1. *In-Year Monitoring Reports*: The Department is requested to continue to submit quarterly reports to the Committee in line with National Treasury Regulations. | CFO | IYM reporting is done in line with the National Treasury Regulations and monthly reported to the Accounting Officer and the Executive Authority.  Reporting on the IYM is part of the quarterly reporting to the Portfolio Committee. |
| 1. *Spending Trends*: The Committee recommends that the Department should monitor spending patterns and ensure that this is in keeping with what has been outlined in the respective Strategic Plans and Annual Performance Plans. To this end, the Department is requested to provide the Committee with detailed financial reports for activities on a quarterly basis. These financial reports should clearly indicate the purpose of the activity as it relates to the objectives outlined in the APP and the expenditure incurred. In instances, where the Department incurs expenditure for events nationally and internationally, the size of the delegation should be included and details pertaining to Travel and Subsistence. | CFO | The reporting is done as part of the IYM monthly and the quarterly report to the Portfolio Committee. |
| 1. *APP*: The Department must ensure that its APP is costed appropriately with a clear indication on how and when it intends undertaking activities with corresponding costs. | CFO | As the department is in the final process of finalising the 2018/2019 APP, the costing is currently being done as part of the submission of the Departmental drawings report that must be submitted by 28 February 2018 in line with Treasury Regulation 15.10. |
| 1. *Irregular expenditure*: The Committee recommends that the Department should provide a comprehensive report on the investigations into irregular expenditure incurred during 2016/17 as well as the previous financial year. The report should clearly indicate the sanctions brought against members responsible for irregular expenditure. The Department should further develop an action plan on steps to prevent irregular expenditure, through a skills audit, training, skills development and consequence management. | CFO  ODG | The 2015/16 FY and 2016/17 FY investigations has been finalised and the report has been handed over to the Accounting Officer for further handling. A number of officials implicated in one report will be subjected to recommendations of the report for remedial action. |
| **8.3 Internal control and risk management** |  |  |
| 1. The Committee recommends that the Department should provide the Committee with a detailed report on the implementation of risk management controls which should include the staffing structure, risk management systems, challenges identified and remedial action. | CD:SM | The report on Risk Management is attached as Annexure. |
| 1. The Committee requires the Department’s Audit and Risk Committee to brief the Committee in the 2nd Quarter of 2017/18 (14 November 2017) on the challenges identified and recommendations made. | ARC: Chair | Done. |
| 1. The Committee recommends that the Department must provide the Committee with a detailed outline of the measures in place to strengthen internal control and risk management. | CD:SM | The Department has adopted the integrated planning in preparation of the 2018/19 APP and the approach was adopted for the Strategic Planning session. The outcome thereof is the linkages between programme 2 and 3 work however, these will be in the Operational plans and the APP will not be affected. This process is initiated in the current financial year to strengthen internal control. A task team was established led by Strategic Management with members from Finance, Supply Chain Management, Internal Efficiency Operations and Human Resource Management.  Department has established the Risk Mitigation Committee, Audit and Risk Committee as measures to strengthen and improve management of internal control and risks and to ensure integrity of integrated reporting. The committee holds meetings on a quarterly basis and a report is available as stated on point 8.3 (a) above. |
| 1. The Committee recommends that the Department should brief the Committee on risk mitigation measures it has applied to ensure that targets are reached within the core programmes. | CD:SM | The Strategic Management unit monitors the not achieved targets through facilitation of Monthly reports and produce a report to the Accounting Officer.  Risk Management is integrated in all processes in the Department in order to improve performance. Report available on a quarterly basis as stated on point 8.3 (a) above. |
| **8.4 Human Resource** |  |  |
| 1. *Vacancies*: All key funded vacancies, particularly the CFO position, should be filled within the specified time allocation, in instances where this is not complied with, the Department should clearly identify within the quarterly reports to the Committee reasons for failure to comply and remedial action taken. The Committee recommends that all vacancies, including acting positions, especially those in which the incumbent is on longstanding suspension, should be filled permanently in the next six months. The Department should provide quarterly reports on this to the Committee. | CD:CM | As at end of January 2018, the vacancy rate was 3.8% of funded posts. The 4 funded vacancies were Director-General, Media Liaison Officer, Assistant Executive Personal Assistant and Chief Director, Monitoring & Evaluation. Dr Clarence Tshitereke has been appointed as Acting Director-General. The CFO post was filled through the transfer of the CFO from the Gauteng Department of Social Development. |
| 1. *Skills Audit*: The Committee recommends that the Department should provide the outcome of skills audit, an action plan of what is required to address the skills deficit and the impact on the new structure of the Department. This must be submitted as part of the Department’s Annual Performance Plan and revised Strategic Plan to National Treasury for the coming financial year. | CD:CM | While the outcomes of the skills audit have previously been made available, the identified gaps are being addressed through Workplace Skills Plans. Based on individual development plans, such needs shall be continued into the 2018/19 WSP. |
| 1. *Resignations/Dismissals/Termination of contracts*: The Committee recommends that the Department should provide a written report on the reasons for dismissal of staff, resignations, termination of contracts and its subsequent impact on service delivery. A contingency plan should also be developed to focus on staff retention. | CD:CM | As at end of January 2018, there have been 12 termination of services:   * 4 resignations; * 3 transfers to another department; * 1 termination of probation; and * 4 expiry of contract (including DG).   Other than the termination of probation, it was not in the interest of the Department to retain their services and will not adversely impact on service delivery. |
| 1. *Performance management*: The Committee recommends that the heads of Programme 2 and 3 provide quarterly reports of consequence management for the non-delivery of targets with a clear indication of the remedial action implemented. Each programme and sub-programme will be required to present progress to the Committee on a bi-monthly basis. | DDG:STEE  DDG:PSCKM  CD:CM | Noted.  The Mid Term Performance Assessment were conducted and finalised by 31 October 2017. This PMDS is aligned to individual performance and the corrective measures are closely monitored to address areas of non- performance. |
| 1. *Longstanding suspensions*: The Committee recommends that all vacancies, especially those in which the incumbent is on longstanding suspension, should be filled permanently in the next six months. The suspension should be dealt with expeditiously and reported on every month until resolved. | CD:CM | The DDG currently on suspension pending the finalisation of a departmental hearing is being held additional to the establishment in the Office of the Director-General in terms of PS Regulation 57(2)(c). Accordingly the post cannot be filled through another appointment.  There is one disciplinary hearing pending and is at an advanced stage. Due to the complex nature of the matter and the seniority of the employee involved, the investigation and the disciplinary hearing have taken longer than the prescribed period. It must be noted that, the matter has been ongoing and all the hearings are taking place as scheduled with no postponements. |
| 1. *Use of consultants*: The Committee recommends that the Department provides more clarity regarding the use of M&E experts by clearly indicating the nature of the consultancy, cost, deliverables required and time frames. Information to be provided in a report at Q2 briefing of 2017/18 (14 November 2017). In addition, the Committee requests the Department to indicate what measures the Department would implement to avoid the use of consultants in future in a bid to contain costs. Furthermore, the Committee recommends that skills transfer occurs when using consultants so as to capacitate staff within the Department. | DDG:PSCKM | The Department sourced services of an expert to develop an independent monitoring and evaluation framework at a cost of R473 375,44. The service provider is continuing engagements with the Department as part of imparting best practices to strengthen existing capacity. The M & E Framework will improve the Departments mandate in this regard:  **Deliverables**  Finalised project charter and plan  Readiness assessment report which included identified gaps and tools needed  Approved indicators and data sources  Developed data sets  Approved performance targets  Approved monitoring plan  Approved evaluation plan  Draft M&E Framework  Approved M&E Framework |
| 1. *Top-heavy structure*: The Committee recommends that the Department indicates how it intends utilising its top-heavy structure more optimally to ensure that targets are met. | CD:CM | The 2018/19 APP shall promote the optimal utilisation of available resources to improve the organisational performance of the Department. While the Department does not have superfluous posts at top management level, an increased MTEF baseline allocation for Compensation of Employees shall enhance operational capacity in the core Programmes to improve such performance. |
| **8.5 Governance** |  |  |
| 1. The Committee reiterated the importance of compliance with the Public Finance Management Act and National Treasury Regulations by the Department and that failure of officials in this regard must be dealt with expeditiously. To this end, the Committee recommends that the Department reports on how it deals with transgressors and what remedial action is taken. This should be presented in the quarterly reports. | CFO & CD:CM | The report has been finalised and handed over to the Accounting Officer on cases for possible condonement and/or consequence management. |
| 1. For the year under review, the Committee recommends that the Department submits a report clearly outlining the officials that contravened the PFMA by authorising transactions that should have been done by the Accounting Officer. | CFO  ODG | We have uncovered transactions that do not meet SCM requirements and the Department is currently taking remedial action against employees. |
| 1. The Committee recommends that the Department report on the forensic investigation/s referred to by the AGSA to be submitted to the Committee on completion and Committee to be briefed on progress with regards to new investigations. | CD:CM  ODG | We are working with Lawyers to draft charges against implicated colleagues based on the report recommendations. |
| 1. *Supply Chain Management* (SCM): The Committee recommends that the Department provides a monthly report on the Supply Chain Management (SCM) deviations and transgressions and what action steps were taken against officials who fails to comply with SCM policies. | CFO | The deviation report for the period 2017/2018 will be submitted to the committee as part of the 2nd quarterly reporting. |
| * 1. **Performance related recommendations** |  |  |
| **8.6.1 SMART principle** |  |  |
| 1. The Committee recommends that the Department must ensure the alignment between the Strategic Plan and its Annual Performance Plan which includes objectives and targets that are SMART and costed accordingly. Any changes to the APP must be brought to the attention of the Committee as soon as these are done with a clear indication of the HR impact and financial implications. | CD:SM & CFO | **SMART principles**: The AGSA stated to the ARC that the 2017/18 targets are SMART and aligned. The APP for 2018/19 is in the process to be finalised.  **Costing of Annual Performance Plan**: The APP for 2017/18 has been costed through the operational plans of all areas and the cash flow drawings as required to be submitted to National Treasury in terms of Treasury Regulation 15.10. and were routed for approval to the Accounting Officer to be submitted on 28 Feb 2017. |
| 1. The Committee urges the Department to desist from embarking on activities that do not fall within its mandate and are more service delivery orientated. | CD:SM | Noted. In the 2017/18 APP there are no targets which are out of the mandate of the Department. |
| **8.6.2 Collaboration** |  |  |
| 1. The Committee recommends that the Department should ensure improved collaboration with the CGE and all other relevant organs of State as well as civil society. The Department should explore how its proposed national dialogues can be linked with the CGE’s legal clinics as a cost saving measure and to avoid duplication. | DG  DDG:STEE  DDG:PSCKM | DoW involved CGE for dialogues conducted in the Eastern Cape during the month of November and December 2017 and will continue to be in consultation with CGE with regard to future National Dialogues scheduled for 17/18 financial year. DoW will also be in collaboration with Legal Aid Board for further support  The National Dialogues have been characterised by extensive collaboration across the spheres of government and with local community-based bodies.  The recommendation is noted and further engagements will be held with the CGE to further improve collaboration around the National Dialogues. |
| 1. The Committee recommends that specific emphasis should be placed on developing relationships with GFP within government departments, Premiers Offices and municipalities. | DDG:STEE | All Government departments according to this policy are expected to have a dedicated Gender Focal Points and Units responsible for coordinating gender mainstreaming, women empowerment programmes and projects that are adequately resourced. The Director Generals (National) and Heads of Departments (Provincial) as Accounting Officers are the ultimate responsible officials in ensuring the integration of gender across the three spheres of government (i.e. National, Provincial and Local) and this relationship can be further enhanced through the Gender Interdepartmental and intergovernmental forums that drive gender agenda across government and have proven useful in setting the relevant gender mainstreaming agenda, as well as in monitoring and evaluation. |
| * + 1. **Monitoring and evaluation** |  |  |
| 1. The Committee recommends that the Department should present the approved monitoring and evaluation framework to the Committee along with the indicators identified. | DDG:PSCKM | The M&E Framework is attached; refer to pages 51-68 which highlights indicators.  It should however be noted that the M&E framework is largely internally oriented. Further work will be undertaken to develop a government-wide gender-based indicator framework which takes into account appropriate indicators linked to the SDGs and relevant frameworks at a continental (AU), regional (SADC) and national level. |
| 1. The Department should be requested to present its findings on all analysis, monitoring and evaluations undertakes. To this end, reports compiled should be referred to the Committee for consideration. | DDG:PSCKM  DDG:STEE | Reports on monitoring of the implementation of the nine point plan by Development Finance Institutions (DFI’s), the National Empowerment Fund (NEF) and the Industrial Development corporation (IDC) are being completed.  A research project to evaluate the DTI incentive schemes in relation to women’s economic empowerment has been initiated.  Noted, the reports will be submitted to the committee once finalised. |
| * + 1. **Events/Campaigns/Conferences** |  |  |
| 1. The Committee recommends that the Department should inform the Committee in advance of all initiatives it intends undertaking in order for Portfolio Committee Members to attend where possible. | DDG:PSCKM | The recommendation is noted and will be implemented by the Department. |
| 1. The Committee recommends that the Department should provide the Committee with reports of all initiatives undertaken by outlining the cost incurred (as per the recommendation on spending trends), the purpose of initiatives and its relation to the APP, the outcomes of the initiative, number of intended beneficiaries and an action plan as to how resolutions/outcomes will be implemented. | DDG:PSCKM | The recommendation is noted and will be implemented by the Department. |
| 1. The Committee recommends that a year plan be submitted of all key events with forecasted costs. | DDG:PSCKM | The recommendation is noted and will be implemented by the Department. |
| * + 1. **Gender-responsive budgeting** |  |  |
| 1. The Committee recommends that the Department should brief the Committee on the gender-responsive budgeting framework. | DDG:STEE | Gender Responsive Budgeting: The Discussion document has been approved by the Minister and is currently being consulted with NT, DPME and Stats SA. This process will inform development of the framework. The meeting was scheduled for October unfortunately only NT attended the meeting and it was also agreed that DPSA need to be part of the planning. One of the key resolutions of the meeting was that the framework should not only focus on budget but go further to influence planning. It was also agreed that a firm partnership should be formed with DPME, and through assistance of their key programme a government project should be identified where the planning framework can be piloted.   * ADG-DG letter issued to the Department of Planning Monitoring & Evaluating (DPME) requesting the following:  1. Partnership for the development of the budget mandate paper. 2. Consistent participation from them in the National Task Team for the development of the Gender Responsive Budgeting framework  * The approved document underwent initial Socio-Economic Impact Assessment System (SEIAS) process and commentary on them was received, where-after an internal meeting of Economic Empowerment and Participation unit, Governance Transformation Justice and Security unit and Research and Policy Analysis unit and MnE took place to incorporate all inputs submitted. * Additionally, a meeting of the National Task Team took place at the beginning of Q3 2017/18, where a few key resolutions were taken; the suggested approach being that the framework developed should be embedded in government’s planning process as well as addressing matters of budget. * All inputs received were incorporated in the development of the draft Implementation Framework Project Plan. * Subsequently, DoW is participating in the Free State Provincial Government project to develop Gender Responsive Budgeting Framework: A review and analysis of entire budget allocation process and planning from 1995 to 2017.DoW participation helps in aligning provincial approach with the National process. |
| 1. The Committee recommends that the Department should brief the Committee on what progress has been made by municipalities to implement gender-responsive budgeting within the specific pilot sites that were identified. A list of the respective municipalities should be provided along with a progress report. | DDG:STEE | Letter written confirming that Minister determined that this is not DoW mandate – address to DC0G. |
| 1. The Committee recommends that the Department should not only limit the application of the GRB with municipalities but also extend the focus on departments/entities within the economic cluster. | DDG:STEE | The developed discussion document takes a national outlook that will be embedded into National Treasury Budget allocation processes including consultations with DPME and Stats SA which are critical participants at ESEID cluster Further meeting took place during October 2017 and National Treasury provided guidelines in terms of gender responsive planning. |
| * + 1. **Gender Focal Points** |  |  |
| 1. The Committee recommends that the Department should update the Committee on progress with the Department of Public Services and Administration insofar as gender focal points are concerned. | DDG:STEE | Meetings with DPSA were held in 2016 to refine the proposal for GFPs roles and responsibilities for appropriate positioning at Heads of Departments. A joint Cab Memo has been drafted in this regard. Both Ministers ( DoW and DPSA will be signing the Cab Memo which will request that a circular go out to Departments to guide them on location and resourcing of Departmental GFPs). |
| 1. The Committee recommends that the Department should brief the Committee on a regular basis on its work and relationship with Gender Focal Points within departments and local government at every quarter. | DDG:STEE | DoW will brief the committee regularly. Both Minister’s DPSA and DoW agreed on the finalisation of GFP and reporting structure. |
| * + 1. **Treaty compliance framework and timeframes** |  |  |
| 1. The Committee recommends that the Department should ensure that country reports are submitted within the specified timeframes as required by the relevant reporting bodies**.** | DDG:PSCKM | The interdepartmental meeting to request inputs from the departments for reporting under the SADC Protocol on Gender and Development was convened on the 15 November 2017. Some Departments have submitted their reports.  The Department will convene another meeting before the end of February 2018 to pursue Department to submit their reports following the reminders to the outstanding Departments to submit their report as the delays in submission will results in the submission of the report late. |
| 1. The Committee recommends that the Department should report back to Parliament on feedback received on country reports, action plans developed in this regard as well as progress in terms of implementing recommendations. | DDG:PSCKM | The recommendation is noted and will be implemented going forward.  The Department is currently working on the implementation on the following:   * Age harmonisation to implement the recommendations of age of marriage by the SADC Ministers of Gender and Women’s Affair on the age of marriage. * Uplifting of the reservations South Africa on Maputo Protocol. * The recommendations put forward by the African Commission under the implementation of the African Charter on the rights on Women in Africa   The reports on these exercises will be shared upon completion. |
| 1. The Committee recommends that the Department must present all reports to be presented at an international level to the Committee before it undertakes the international trip. This is a repeat recommendation the Committee has made since 2014. | DDG:PSCKM | Not all meetings require country reports, where reports are required, these will be submitted to the Committee. |
| **8.7 Legislative and Policy Reform** |  |  |
| 1. The Committee recommends that the Department should brief the Committee on gaps identified within policies and laws on a regular basis. | DDG:STEE | Noted. |
| 1. The Committee recommends that the Department should table all reports developed within 30 days of completion for the Committee to consider. | ODG | Noted. |
| 1. The Committee recommends that the Department should brief the Committee on its policy position with regard to gender mainstreaming and clearly indicate what, if any, changes are required to the existing National Gender Policy Framework. | DDG:STEE | Noted. |
| **8.8 Outstanding responses and reports** |  |  |
| 1. The Committee requests that the Department briefs it on all outstanding responses to questions posed in relation to the Annual Report for 2016/17 as well as reports submitted. | DDG:STEE  DDG:PSCKM | Done. |
| 1. The Committee recommends that the Department submit all reports within 30 days of completion for consideration. | DDG:STEE  DDG:PSCKM | The recommendation is noted and will be implemented going forward. |
| 1. The Committee recommends that the Department submit all documentation for meeting at least 7 working days in advance. Failure to do so – the Committee should be informed in writing as to the reasons. | ODG | Noted. |

| **Reporting matter** | **Action required** | **Timeframe** | **Dept.** | **Responsibility** | **Status as at 31 January 2018** |
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| Quarterly reports | Written report  Briefing | Briefing at end of every quarter | **🗹** | CD:SM  CFO  CD:CM | Quarter 2 Performance, Financial and HR Oversight reports are available. Attached as annexures. |
| Audit outcomes -  Details of audit action plan | Written report of audit action plan  Briefing | At briefing of 2nd  quarterly report for 2017/18 on 14 Nov 2017 | **🗹** | CFO | Included in the presentation. |
| Progress report on audit action plan  Briefing | At briefing of 3rd and 4th quarterly report | **🗹** | CFO | Noted. |
| Forensic investigations | Written report  Briefing | On completion of the investigation/s | **🗹** | CD:CM | Noted. |
| HR: vacancies, dismissals, termination of contracts | Written report  Briefing | At every quarterly report briefing | **🗹** | CD:CM | Vacancy rate 3.8%. 4 funded vacancies: Director-General, Media Liaison Officer, Assistant Executive Personal Assistant and Chief Director, Monitoring & Evaluation. Dr Clarence Tshitereke appointed as Acting Director-General. Regarding terminations, see 8.4(c) above. |
| Gender mainstreaming framework | Written report  Briefing | Briefing in January 2018 | **🗹** | DDG:STEE | Following the meeting with DPSA on the refinement of GFPs roles and responsibilities, the framework for Gender Mainstreaming and GFPS was tabled at G&A DGs cluster meeting on the 3rd of November 2016 and draft Cab memo was developed. A joint cab memo awaits to be co-signed by both DoW Minister and DPSA minister for tabling in cabinet. |
| Gender-responsive budgeting | Written report (progress report)  Briefing | Briefing in February 2018 | **🗹** | DDG:STEE | The GRB discussion document has been approved by the Minister and is currently being internally consulted with NT, DPME and Stats SA. DoW met with NT on the 18 October to finalise the issue of budgeting which it was also indicated that all departments to prioritise the GRB during the next financial year. Discussion document is being converted into a framework which will be finalised in partnership with NTT members before being piloted on government programmes.   1. A DG-DG letter to the Department of Planning Monitoring & Evaluating (DPME) requesting partnership for the development of the budget mandate paper and consistent participation from them in the National Task Team for the development of the Gender Responsive Budgeting framework 2. The approved document underwent initial Socio-Economic Impact Assessment System (SEIAS) process and commentary on them was received, where-after an internal meeting of Economic Empowerment and Participation unit, Governance Transformation Justice and Security unit and Research and Policy Analysis unit and M&E took place to incorporate all inputs submitted. 3. Additionally, a meeting of the National Task Team took place at the beginning of Q3 2017/18, where a few key resolutions were taken; the suggested approach being that the framework developed should be embedded in government’s planning process as well as addressing matters of budget. 4. All inputs received were incorporated in the development of the draft Implementation Framework Project Plan.   Subsequently, DoW is participating in the Free State Provincial Government project to develop Gender Responsive Budgeting Framework: A review and analysis of entire budget allocation process and planning from 1995 to 2017.  DoW participation helps in aligning provincial approach with the National process. |
| Written report on pilot sites  Briefing | At briefing of 2nd quarterly report | **🗹** | CD:SM | N/A |
| Country reports | Written report  Briefing | Progress update at quarterly briefings | **🗹** | DDG:PSCKM | Quarterly progress reports on the development of country reports in compliance with South Africa’s international treaty obligations will be provided.  Reports on the impact of key initiatives will be provided 30 days after the completion of the initiative. |
| Impact reports of initiatives (campaigns, events, workshops, conferences etc.) | Written report | 30 days after an event has taken place | **🗹** | DDG:PSCKM  DDG:STEE | It is intended that the report on the National Dialogues be completed and submitted to cabinet following the completion of the Dialogues in four provinces. Such a report will also be tabled within the committee.  DoW will facilitate a Gender Conscious Capacity Building with National School of Government. Together with DPME, DoW will also facilitate the monitoring of the implementation of the impact report with relevant stakeholders. |
| Commissioner’s performance per quarter | Written report  Briefing | At every quarterly report briefing |  | ODG | The CGE is a Chapter 9 Institution as a result, it does not account to DoW it accounts directly to Parliament. |