

**2nd QUARTER RISK MITIGATION PROGRESS REPORT 2019/20 FY**

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# 1. Implementation of Risk Management Controls

Risk Management unit is a Sub-directorate under the Directorate Internal Control Efficiency as illustrated in the structure below:

**Accounting Officer**

**Chief Director: ODG**

**Dir: Internal Operations Efficiency**

**Deputy Director: Risk Management/CRO**

DoW has an approved Risk Management Policy and Strategy that are aligned to the Public Sector Risk Management Framework. The Risk Management Policy and Strategy is reviewed once in a rolling three year budget cycle and these policies are in a process of review to include the new mandate of the DWYPD.

The function contributes towards improving the performance of the department by ensuring risk assessments is conducted regularly to identify emerging risks both at Strategic and Operational level and mitigations actions are put in place to mitigate the risks. Strategic and Operational Risk Registers are updated with new and emerging risks and progress on mitigation is monitored on a quarterly basis and is reported to the Risk Mitigation Committee (RMC), Management Committee (MANCO) and Audit and Risk Committee (ARC). The department has appointed a contractor to assist in conducting a fraud and ethics risk assessment. The draft register will be consulted to various structures in the department including Risk Mitigation Committee (RMC), Management Committee (MANCO), Audit and Risk Committee (ARC) and afterwards will be forwarded to the Accounting Officer (AO) for approval.

**Current Challenges/High risk areas**

* Workforce capacity constraints.
* Inadequate ICT Infrastructure & Business Information Systems (BIS)
* Loss and safekeeping of data & information as a strategic asset of the organization
* Inadequate mainstreaming of policies and legislation to promote the women agenda in socio-economic programmes
* Lack of mainstreaming of issues related to persons with disabilities in services i.e. Programmes and infrastructure design and implementation
* Lack of effective Government -wide gender -responsive planning, budgeting, monitoring , evaluation and auditing systems
* Inadequate implementation of the National Youth Policy

**Current Remedial Actions**

* Appointment of contract workers in the priority areas identified by the department due to halt in filling vacancies by government.
* The department has consulted SITA to assist in reviewing the entire ICT environment
* Workshop DWYPD framework through capacity building with socio and economic sectors to promote the Women, Youth and Person with Disabilities agenda

**Legends used:**

|  |  |  |
| --- | --- | --- |
| Risk rating | Inherent risk magnitude | Response |
| 16 - 25 | High | Unacceptable level of risk - High level of control intervention required /Urgent attention needed/stop |
| 9 - 15 | Medium | Unacceptable level of risk, except under unique circumstances or conditions - Moderate level of control intervention required to achieve an acceptable level of residual risk/ Intervention in short term/cautious driving |
| 0 - 8 | Low | Mostly acceptable - Low level of control intervention required, if any/ Maintenance/drive |

Mitigation Impl Mitigation Partially Imp Mitigation Not Impl

# 2. Strategic Risks for the Department- Risk Management Trend Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **STRATEGIC RISKS** | **2019/20 Q1** | **2019/20 Q2** | **RISK CONTROL MOVEMENT** |
| 1 | Reputational Risk |  |  |  |
| 2 | Occurrence of irregular, fruitless and wasteful expenditure. |  |  |  |
| 3 | Inadequate ICT Infrastructure & Business Information Systems |  |  |  |
| 4 | Loss and safe keeping of data and information as a strategic asset of the organization |  |  |  |
| 5 | Inadequate implementation of mainstreaming of policies and legislation to promote the women agenda in Socio-economic programmes |  |  |  |
| 6 | Poor gender responsiveness and implementation of government policies and programmes |  |  |  |
| 7 | Lack of a central gender knowledge hub/ repository containing engendered, research, data, findings and information |  |  |  |
| 8 | Inadequate awareness amongst external stakeholders on socio-economic empowerment of women and youth including the rights of persons with disabilities |  |  |  |
| 9 | Lack of effective government -wide gender -responsive planning, budgeting, monitoring , evaluation and auditing systems |  |  |  |
| 10 | Inadequate implementation of the National Youth Policy | - |  |  |

# 3. Analysis of Strategic Risks

| **Risk** | **Mitigation Action** | **Progress on Mitigation** | **Risk Management Comments** | **Q1** | **Q2** | **Risk Control Movement** |
| --- | --- | --- | --- | --- | --- | --- |
| 1. Reputational Risk | * Review the communication strategy to align with the business strategy/extended new mandate of the department. * Improve internal communication, media liaison and corporate communications | * Communication strategy project plan has been developed * Consultation with GCIS to engage on Communications Strategy of Government * Consultations between the MLOs of both Minister and Deputy Minister * Consultations between various managers, the Office of the DG as well as the DG * Continuous information on website, engagement on social media. * knowledge sharing through various platforms which includes email ,online platforms as well as mobile platform and posted on Communications Hub on Intranet | * A project plan to implement to develop a strategy has been developed and consulted * Progress plan on project plan is on target |  |  |  |
| 1. Occurrence of irregular, fruitless and wasteful expenditure. | * Conduct workshop on procurement guidelines for all officials in the Department. * Implementation of the unauthorised, irregular, fruitless and wasteful expenditure (UIF)policy * Update UIF register * Capacitate SCM unit to ensure review procurement processes. | * Workshop on procurement guidelines was conducted in Q2. * The procurement of goods and services is reviewed by delegated officials to prevent the occurrence of UIF * The UIF register has been updated as part of the AFS 2018/19. * The process of filling vacancies is on halt due to the finalisation of the NMOG 2019 process.. | * UIF register should be updated regularly and be stipulated in Standard Operating Procedures |  |  |  |
| 1. Inadequate ICT Infrastructure & Business Information Systems | * Review of the ICT strategic Plan and costs * Monitor the implementation of the ICT strategy Plan * Continuous review and implementation of the ICT Intervention Plan * Implementation of the BSIP through ICT Intervention Plan * Operationalization of the Disaster Recovery Site * Establish Dedicated Backup Environment * Establishment of BCP coordination and management structure * Create a fully capacitated corporate server environment | * SITA tasked to assist with review * ICT Strategic Committee resuscitated and will include the review of the ICT strategic plan * Review of the ICT Intervention Plan in progress * BSIP will be reviewed in line with ICT Strategic Plan * Equipment moved to Head Office for preparation and operationalization of the Disaster Recovery Site * Server acquired and delivered * ICT Strategic Committee resolved that BCP coordination and management structure the responsibility of A&SS * Total Server Refresh Plan developed | * Include the project management to specify time frames, human resources, budget plans for ICT activities within the ICT strategic plan. * Quarter 2 agreements entered into with SITA should be provided for proof of finalization and acquisition of production servers. * VMWare licensing purchase agreement should be produced. * Provide an extract in the ICT policy to include the number of times reviews of ICT plans will be made, DRP is outdated. |  |  |  |
| 1. Loss of information and data management | * Draft a BCM discussion paper * Establish change management coordination structures. * Re-organisation of information management function to assume the ownership of corporate information and data. | * Draft Discussion Paper on BCM developed | * Finalisation of the discussion paper that should include an ownership of the function of BCM * Expedite management input and approval of discussion papers. * Specify time frames, human resources, budget plans for ICT activities within the BCM. * The ICT BCM should have the following aligned with the best practise and standards of the DWYPD/DPSA:   -The Disaster Recovery Plan  -Backup Management Plan  -Total refresh plan  -Contractual obligations.   * Incorporate operational and budget plans to the ICT framework/infrastructure. |  |  |  |
| 1. Inadequate implementation of mainstreaming of policies and legislation to promote the women agenda in Socio-Economic Programmes | * Conduct capacity building workshops on WFIF through provinces | * Capacity building workshops on procurement opportunities conducted within Sanitary Dignity Value-chain with Gauteng based SMMEs, Co-operatives and New Entrants as well as Government officials responsible for implementation of Sanitary Dignity Program. Approved Performance Report by Accounting Officer. | * The mitigation action is implemented in Q2 |  |  |  |
| * Continuous participation in the technical implementation forum of the Economic Sectors, Employment & Infrastructure Development (ESEID) cluster departments. | * Participated in ESEID Cluster for inputs on MTSF and engendered MTSF process/document on the 7 Priorities areas. * 15 August 2019 participated in DG ESEID cluster meeting. | * To produce a yearly ESEID cluster plan of meetings and back to office report * Develop a Programme of Action on the resolutions on quarterly basis. |  |  |  |
| * Enforce adherence to the DWYPD Sanitary Dignity Implementation Framework and Procurement Guidelines through Sanitary Dignity National Task Team (NTT). 4)Sending teams periodically from DWYPD to assist implementation process for intervention purposes | * Provincial committees not yet established except in Eastern Cape, Limpopo and Western Cape. * Visits made to the Free State, Western Cape Mpumalanga and Limpopo | * To establish Provincial committees in all provinces. |  |  |  |
| * Collaboration with relevant stakeholders in the integrated Programmes of Action (POA) on Violence against Women and Children (VAWC). | * Draft GBVF-NSP; Emergency Response Plan approved by Cabinet; 4 provincial consultations conducted on the on the NSP and NCGBV | The mitigation action was revised to align with the strategic direction of the department.  Finalisation of GBVF-NSP |  |  |  |
| * Allocation of R1, 1 billion for GBVF for implementation of emergency plan in the next 6 months | The mitigation action was revised to align with the strategic direction of the department.  Emergency plan is produced |  |  |  |
| * Resuscitate and facilitate the National Gender Machinery (NGM) to Identify and cost NGM justice and security activities. | * NGM Inaugural meeting held on the 30th September 2019 | |  | | --- | | To provide the Back to Office | |  |  |  |
| 1. Poor gender responsiveness and implementation of government policies and programmes | * Engender inputs into draft government policies and bills * Input on gender policy priorities into National Development Plan (NDP) 5 year implementation plan * Development of gender policy priorities for short, medium and long term | * Inputs on women made against national priorities to the draft MTSF 2019-2024 * Conceptualisation and initiation of project has begun towards the development of gender policy priorities. A set of draft short, medium and long term priorities identified already | * The department should compile the list of key government policies and bills to engender inputs on in order to advance the agenda of the 3 sector that we represent. The list should include yearly and quarterly targets. |  |  |  |
| 1. Lack of a central gender knowledge hub/ repository containing engendered, research, data, findings and information | * Development of a proposed model for a central Gender Knowledge hub | Held engagement with CSIR on their knowledge hub process  Developed an inception report | * The mitigation action is in on target towards the establishment of the knowledge hub. |  |  |  |
| 1. 'Inadequate awareness amongst external stakeholders on socio-economic empowerment of women and youth including the rights of persons with disabilities | * 1 Develop sector specific key messages with other units on social, cultural and religious norms and standards in line with the constitution and use in public participation and community mobilization initiatives and other platforms * Incorporate mandate of the department in all correspondence, messages, public participation and community mobilization initiatives including in reports and in key messages * Formalize partnerships and collaborations with provinces, local government, civil society and the private sector for referrals through correspondence before and after each initiative where a referral maybe necessary and maintaining a referral register * Increase collaboration with various stakeholders including developmental partners as well as other units within the department for human resources and cost sharing | * Key messages were developed during the women’s month and approved * The mandate of department has been included in emails using messages * SOP for SCO has been circulated and will be presented at MANCO * Increased collaboration with stakeholders and development partners is ongoing | * The mitigation actions were reviewed to align with the strategic direction of the department as per the revised APP for 2019/20. * Part of the consultation process should include the automation of the referral process * There is improvement from Q1 to Q2 as indicated as partially implemented. |  |  |  |
| 1. Lack of effective government -wide gender -responsive planning, budgeting, monitoring , evaluation and auditing systems | * Interventions to ensure national planning, monitoring and evaluation system is more gender responsive through consultations with Stakeholders * Development of gender-responsive planning, monitoring, evaluation and auditing framework's guidelines. * Development of country gender indicator framework | * Steering Committee meeting to consult on the GRPBMEA and CGIF was held on 23 July 25 September 2019 and Limpopo. Consultation report developed . * Draft Guidelines developed and consulted with relevant Stakeholders * CGIF developed and it is currently being revised to align with indicators of the 6th Administration and consulted with all stakeholders | * The mitigation action is still in progress to ensure gender-mainstreaming within existing planning, budgeting, monitoring , evaluation and auditing in government-wide policies, frameworks and systems * Consultation report and minutes of the steering committee is kept |  |  |  |
| 1. Inadequate implementation of the National Youth Policy | * Conduct 1 capacity building for the Youth Focal Points (M&E) * Facilitate the process for the approval of the Youth Mainstreaming framework * Develop Guidelines for Youth M&E framework and guidelines for Youth Focal points * Collate and report the youth sector data received from stakeholders | * A National Youth Development Coordinating Forum (NYDCF) took place from 14-15 Aug 2019. The forum was used to capacitate focal points. * Submission for approval was submitted to the ADG. The ADG requested further consultation to take place with the sector. The NYDCF was also used to consult the Youth Mainstreaming framework. * Draft Guidelines for Youth Development Focal Points (YFP) was developed. * Report compiled based on the received data. However most of the Departments are yet to respond. | * Finalise process of internal consultation on the Draft framework * Further consultation with the Youth sector to finalise the Youth Mainstreaming framework * Schedule a workshop with source departments to agree on timelines for submitting the data to mitigate poor mainstreaming and reporting of Youth Development within MTSF. | - |  |  |

# 4. Summary of Action Plan Implementation

The total number of Mitigation Action for Strategic Risk register is 22, Mitigation Action plans implemented ,15 (68%) ,Mitigation Action partially implemented 6(27%) and 1 (5%) are not implemented as at 30 September 2019.

Implemented action plans for Q2:

* Conducted workshop on procurement guidelines for all officials in the Department
* Implementation of the unauthorized, irregular, fruitless and wasteful expenditure (UIF) policy
* Updated UIF register
* Capacity building workshops on procurement opportunities conducted within Sanitary Dignity Value-chain with Gauteng based SMMEs, Co-operatives and New Entrants as well as Government officials responsible for implementation of Sanitary Dignity Program. Approved Performance Report by Accounting Officer.
* Allocation of R1, 1 billion for GBVF for implementation of emergency plan in the next 6 months
* NGM Inaugural meeting held on the 30th September 2019
* The mandate of department has been included emails using messages for public participation and community mobilization initiatives
* The department has formed partnerships with key stakeholders to increase stakeholder awareness on socio-economic empowerment of women and youth including the rights of persons with disabilities
* The key messages was developed and incorporated during the women’s month and approved by Minister
* Inputs on women made against national priorities to the draft MTSF 2019-2024
* Conceptualization and initiation of project has begun towards the development of gender policy priorities. A set of draft short, medium and long term priorities identified already
* Steering Committee meeting to consult on the GRPBMEA and CGIF was held on 23 July 25 September 2019 and Limpopo. Consultation report developed .
* Gender-responsive planning, monitoring, evaluation and auditing framework's draft guidelines has been developed and consulted with relevant Stakeholders
* A National Youth Development Coordinating Forum (NYDCF) took place from 14-15 Aug 2019. The forum was used to capacitate focal points.
* A draft Guidelines for Youth Development Focal Points (YFP) was developed.

Mitigation partially implemented:

* Continuous participation in the technical implementation forum of the Economic Sectors, Employment & Infrastructure Development (ESEID) cluster departments.
* Provincial committees on Sanitary Dignity value chain established in Eastern Cape, Limpopo and Western Cape. Consultation visits made to the Free State, Western Cape Mpumalanga and Limpopo.
* Draft GBVF-NSP; Emergency Response Plan approved by Cabinet; and 4 provincial consultations conducted on the NSP and NCGBV.
* The draft referral document in SCO nit needs to be approved by Minister and the referral register to be approved by MANCOM
* CGIF developed and it is currently being revised to align with indicators of the 6th Administration.
* Youth Development Report compiled based on the received data from departments.

Mitigation not implemented yet:

* The process of filling vacancies is on halt due to the finalisation of the NMOG 2019 process.

# 5. Analysis and Summary of the Operational Risk Progress for Quarter 2

The section below outlines quarterly progress on risk mitigation actions. In this section progress for the second quarter is summarised.

## 5.1 Programme 1: Administration

Below is a graph showing progress of 2nd quarter. The graph shows how many mitigation actions were implemented, partially implemented and not implemented for the 1st quarter and 2nd Quarter.

The total number of Operational risks mitigation actions for Programme 1 is 15, Mitigation Action implemented ,5 (33%) ,Mitigation Action partially implemented 3 (20%) and 7(47%) were not implemented as at 30 September 2019.

Below is detailed Operational progress for Quarter 2 for Departmental Management:

| **Risk** | **Mitigation Action(s)** | **Risk Owner** | **Progress on mitigation** | **Risk Management Comments** | **Q1** | **Q2** | **Risk Control Movement** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Non achievement of performance targets as per the annual internal audit plan. | 1) Publish/Utilise department communication platforms to plan Inform management of the areas scheduled for audit in the annual internal audit plan for 2019/20 as soon as the annual internal audit plan is approved to enable them to plan for the audit activity. | Dir:IA | The Annual Internal Audit Plan and the Rolling Three-Year Internal Audit Plan will be published on the DWYPD’s intranet once it is signed off by the Acting Director-General and the Chairperson of the Audit and Risk Committee. | In progress |  |  |  |
| 2) Utilise early warning systems/ tracking progress templates to report matters affecting Internal Audit production time to complete projects. | Weekly progress reporting template was developed and weekly progress meetings are held. | None |  |  |  |
| **Delays in the finalisation of the DWYPD risk register** | 1) Build capacity through the appointment of risk champions to build an effective risk management culture in the department | DD:RM | A contract employee has been appointed and assume duty on the 19th August 2019 | None |  |  |  |
| **Delays in the development and finalisation of the Annual Performance Plan and Operational plan of the department** | 1) Escalate to DG intervention and issue non-compliance letters as consequence management | Dir:Planning & Reporting | The DWYPD APP of 2019/20 before proclamation of the new department has since been tabled and presented to parliament. | None |  |  |  |

Below is detailed operational progress for Quarter 2 for Corporate Management:

| **Risk** | **Mitigation Action(s)** | **Risk owner** | **Progress on mitigation** | **Risk Management Comments** | **Q1** | **Q2** | **Risk Control Movement** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Loss or theft of Departmental electronic assets outside the premises of the Department. | Monitor implementation of the security circular and encourage staff members to leave electronic devices such as laptops in offices | Dir:A&S | Circular was issued  No incident of loss reported during the second quarter of 2019/20 financial year. | Ongoing |  |  |  |
| Continuous education and training on security policy/circular | Schedule of security briefing sessions was circulated to all units and only STEE Branch attended the briefing session. | Re-schedule briefing session with all units in the department |  |  |  |
| **Obstacles to the development of employees to promote a skilled and capable workforce** | 1) Consult with Programme Managers to confirm nominations of scheduled training.  . | DD:HRD | Training Plan sent to Branch heads and nominated employees for programmes which have been procured in SCM | None |  |  |  |
| **Breach of confidentiality around HR matters.** | 1) Workshop all employees on the Code of Conduct and Oath of Secrecy. | DD:HRPP | Code of Conduct and Oath of Secrecy workshop has not been conducted due to capacity constraints | None |  |  |  |
| **Ineffective contract management** | 1) Conduct awareness sessions on contract management to relevant role players.  2) Issue a Circular to all staff members on how to implement effective contract management in the department. | Dir: Legal Services | The Policy is due for review and shall be workshopped after approval  Circular deferred to Q3 due to competing priorities | The mitigation has not started for the past 2 quarters  Timeframe need to be aligned for progress |  |  |  |
| **Exposure of the department to litigations** | '1) Conduct awareness sessions on legal services SOP  2) Build capacity in Labour Relation Unit | Dir: Legal Services | Awareness session deferred to Q3 due to competing priorities  No designated Labour Relations officer | The mitigation has not started for the past 2 quarters |  |  |  |

Below is detailed operational progress for Quarter 2 for Information and Communication Technology:

| **Risk** | **Mitigation Action(s)** | **Risk Owner** | **Progress on mitigation** | **Risk Management Comments** | **Q1** | **Q2** | **Risk Control Movement** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Inadequate ICT security controls** | 1) Establishment of SOP for the management of activities for the administrator.  2) Development of the integrated information security plan cover amongst others the encryption and decryption management system. | Dir:ICT | Renewal of Back-end contract was done  Anti-Virus Managed service in place with elements of technology required to initiate the solution | IT contractual obligation register should be kept.  In progress |  |  |  |
| **Sustainability of ICT services at average of 95%** | 1) Replacement of outdated software | Dir:ICT | All contractual obligations are up to date. Outstanding is VMware | In progress  ICT Intervention Plan development in progress with:   * Current Environment Normalization Plan * Total Server Refresh Plan * Governance Plan |  |  |  |

Below is detailed operational progress for Quarter 2 for Financial Management:

| **Risk** | **Mitigation Action(s)** | **Risk Owner** | **Progress on mitigation** | **Risk Management Comments** | **Q1** | **Q2** | **Risk Control Movement** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Non-compliance to 30 days payment of invoices | 1) Review Supply Chain Management of Standard Operating Procedure  2) Conduct workshop on procurement guidelines for all officials in the Department  3) Table a request for filling critical vacancy in Finance DD: Financial Accounting) | CFO | * The SCM policy is in the process of being reviewed * Training was conducted with MANCO on 19 Aug 2019 and with staff on 13 Sept 2019 * The NMOG process is still ongoing. | None |  |  |  |
| (Over)/Under spending of the allocated budget | 1) Finalisation on the DMP  2) Monthly budget bi-lateral with programme and divisional managers | * The DMP for 2019/20 was finalised, but not submitted for sign-off. * 0 Meeting was held for the quarter. | - |  |  |  |

## 5.2 Programme 2: Social Transformation and Economic Empowerment

Below is a graph showing operational progress of 2nd quarter. The graph shows how many mitigation actions were implemented, partially implemented and not implemented for the 1st quarter and 2nd Quarter.

The total number of Operational risks mitigation actions for Programme 2 is 12, Mitigation Action plans implemented, 10 (83%), and Mitigation Action partially implemented 2 (17%) as at 30 September 2019.

Below is detailed operational progress of 2nd quarter for Programme 2:

| **Risk** | **Mitigation Action(s)** | **Risk Owner** | **Progress on mitigation** | **Risk Management Comments** | **Q1** | **Q2** | **Risk Control Movement** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Failure to conduct capacity building work shop on Women`s Financial Inclusion Framework. | 1) Develop a capacity building checklist  2) Implementation of WFIF | CD:EEP | * Capacity building checklist/questionnaire developed in collaboration with UN Women * Q2 Capacity Building conducted with Gauteng Department of Economic Development | None |  |  |  |
| Delays in the approval of the Revised Sanitary Dignity Implementation Framework. | 1) Periodic reporting to Cabinet to strengthen the programme | CD:SEP | * The Cabinet Memorandum on the Sanitary Dignity Framework and Implementation Plan were presented to the SPCHD Cabinet committee on 10 September 2019 and approved by Cabinet on 18 September 2019. * The Framework is now government policy and adherence to it is mandatory. | None |  |  |  |
| Delay in implementation of the national rollout project for Sanitary Dignity | 1) Ensuring that consultation of the Framework has been done  National task team to evaluate progress by province and advise  Finalisation of the procurement guidelines for provinces.  M&E Framework and tools distributed to provinces | CD:SEP | * Provincial visits conducted in Eastern Cape, Gauteng, Western Cape, Mpumalanga, Limpopo, KwaZulu-Natal & Free State. * NTT meeting of 20 September 2019 observed progress in   Eastern Cape, Limpopo and Western Cape advertised their bids in quarter 2   * M&E framework developed and shared with provinces at the NTT | None |  |  |  |
| Delays in gender mainstreaming in government departments. | 1) Convene the National Gender Machinery (NGM) structure across government.  2) Review the National Gender Policy Framework through the NGM structure. | CD:GTJS | * The NGM Consultative Forum held on the 30th September, 2019 * The NGM Consultative Forum held on the 30th September, 2019 | Progress to be provided on the status of the National Gender Policy Framework |  |  |  |
| Increased levels of Violence Against. Women and Children. | 1) Roll out National Dialogues on VAWC and distribute robots  2) Develop a proposal on the #365 days campaign for no Violence Against Women and Children and 16 days of activism.  3) Strengthen Public participation on GBV using different media platform | CD:GTJS | * Intergenerational Dialogues at Philippi in the Western Cape held * Draft Concept paper developed for 16 days developed * Conducted provincial Consultations on the National Strategic Plan and GBVF Council during the August and September months. Four(4) workshops in KZN and Western Cape * The department has released media statements on GBV throughout the period. * GCIS releases messages regularly on GBV, which are used on social media platforms. * The GBV Robot is printed and used at all appropriate events of the department * The GBV Robot is on our website and readily available for download. * The Robots were printed as wall banners under the previous Department of Women. Under the current department, the robots have been printed as Pull Up Banners, and are used at outreach events. | * None |  |  |  |

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## 5.3 Programme 3: Policy, Stakeholder Coordination and Knowledge Management

Below is a graph showing operational progress of 2nd quarter. The graph shows how many mitigation actions were implemented, partially implemented and not implemented for the 1st quarter and 2nd Quarter.

The total number of Operational risks mitigation actions for Programme 3 is 10, Mitigation Action implemented, 8(80%), and Mitigation Action partially implemented 2 (20%) as at 30 September 2019.

Below is detailed operational progress of 2nd quarter for Programme 3:

| **Risk** | **Mitigation Action(s)** | **Risk Owner** | **Progress on mitigation** | **Risk Management Comments** | **Q1** | **Q2** | **Risk Control Movement** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Inaccessible Gender Knowledge and Information** | 1) Develop a Gender Knowledge Hub | CD:RPA | Held engagement with CSIR on their knowledge hub process  Developed an inception report | Ongoing |  |  |  |
| **Insufficient gender responsive data and information available and accessible for research and policy analysis on women’s empowerment and gender equality** | 1) Facilitate collaborative partnerships and engagements for access to information and data outsourcing of possible areas for further research. | CD:RPA | On-going collaboration with StatsSA, DPME, DPSA and other relevant departments and academic institutions  Presented the draft reports to the FOSAD working groups and Cluster for verification of data in reports  Presented findings to the DPSA, DSBD, DMV, NGM, Portfolio Committee, and NW Women Summit to collaborate on gender responsiveness of data | Ongoing |  |  |  |
| **Continuous exclusion of Young Women and Girls on socio-economic opportunities** | 1) Stakeholder consultations with young women to provide information on Young Women's Empowerment Framework, update and maintain database | CD:SCO | Stakeholder consultations with young women was done and database updated | Ongoing |  |  |  |
| **Inability to produce quality monitoring reports timeously** | 1) Increase capacity in M&E unit | CD:M&E | A contract worker was appointed from August 2019 to supplement capacity of the unit. | - |  |  |  |
| 2) Develop standard operating procedures and guidelines on measuring performance of gender indicators. | In line with CGIF, the Unit developed data collection and data verification templates to measure government’s performance on gender indicators  The tools developed are for data collection and data verification | - |  |  |  |
| ‘**Delays in the** **identification and buy -in on the proposed area of evaluations.** | 1) Make proposal on evaluations areas to the Department of Planning, Monitoring and evaluation (DPME) as it is the centre of government evaluation. | In a National Evaluation Forum meeting of 5-6 September 2019, the Unit provided inputs into the revised National Evaluation Framework to be gender responsive. | Ongoing |  |  |  |
| 2) Produce the evaluation report that seeks to promote the women empowerment and gender equality | Inception report on evaluation on WEGE developed.  Submission developed and routed with TOR for appointment of service provider to conduct evaluation developed. | - |  |  |  |
| **Lack of disaggregated data in the entire planning and budgeting process** | 1) Develop guideline on GRPB framework for implementation. | CD:M&E | Draft Guidelines developed and consulted with relevant Stakeholders | Finalise the guidelines to use to workshop all relevant stakeholders |  |  |  |
| 1) Workshop all department on GRPB framework for implementation. | * National Steering Committee meeting to consult(workshop) on the GRPBMEA and CGIF was held on 23 July 25 September 2019 * Provincial Consultation with Limpopo took place on 22 August 2019 and   13 September 2019 and the report was developed | GRPB Workshops are not conducted to all departments  Compile a list of all planned workshops |  |  |  |
| **Non-representation of DWYPD officials and deployment of officials to international engagements** | Finalisation of the frameworks and Standard Operating Procedures to guide with the determination and deployment of officials to international engagements | Dir:IR | Developed Framework and Standard Operating Procedures.  Framework was re-submitted for approval | The mitigation is stagnant, no movement for the two quarters. |  |  |  |

## 5.4 Programme 4: National Youth Development

Below is a graph showing operational progress of 2nd quarter. The graph shows how many mitigation actions were implemented, partially implemented and not implemented for the 2nd Quarter.

The total number of Operational risks mitigation actions for Programme 4 is 3, Mitigation Action implemented, 1(33%), and Mitigation Action partially implemented 2 (67%) as at 30 September 2019

Below is detailed operational progress of 2nd quarter for Programme 4:

| **Risk** | **Mitigation Action(s)** | **Risk Owner** | **Progress on mitigation** | **Risk Management Comments** | **Q2** |
| --- | --- | --- | --- | --- | --- |
| Inadequate oversight of the NYDA | 1) Collaboration with M&E unit to conduct oversight of NYDA  2) Conduct quarterly oversight meeting with NYDA Head Office  3) Conduct quarterly visits at NYDA branches for M&E purposes | CD:Youth Development | Submission was compiled for NYDA oversight. Awaiting the approval of the NYDA oversight submission before meeting will be scheduled with M&E unit. | * Follow up with the Office of the DG on the status of the submission. |  |
| NYDA assessment report was compiled on the quarterly performance of the NYDA. The assessment report was also used for the tranche payment of R129m to the NYDA | * Ongoing |  |
| NYDA oversight submission was submitted to the Acting DG with regards to the NYDA branch oversight. | * Follow up with the Office of the DG on the status of the submission. |  |

## 

## 5.5 Programme 5: Rights of Persons with Disabilities

Below is a graph showing operational progress of 2nd quarter. The graph shows how many Mitigation Actions were implemented, partially implemented and not implemented for the 2nd Quarter.

The total number of Operational risks mitigation actions for Programme 5 is 5, Mitigation Action implemented, 0, and Mitigation Action partially implemented 5(100%) as at 30 September 2019

Below is detailed operational progress of 2nd quarter for Programme 5:

| **Risk** | **Mitigation Action(s)** | **Risk Owner** | **Progress on mitigation** | **Risk Management Comments** | **Q2** |
| --- | --- | --- | --- | --- | --- |
| **Late consultation on the framework with the Disability Rights Sector which may result in the hinderrance of concluding the framework on time.** | 1) Consult policy forum, MANCO and FOSAD. | Dir:Advocacy and Mainstreaming | * Awareness raising campaigns framework is being updated | The second phase of consultation is not implemented. |  |
| **Poor quality of the submissions from Government spheres which may result in substantial consolidated and late submission of reports** | 1) Strengthen technical support outreach.  2)Draft 3rd WPRPD Report validated  3)Cabinet Approval of the 3rd WPRPD annual Report  4) Publish Approved Report. | Dir: Governance & Compliance | * Less than 50% of National and Provincial submissions on the implementation of the white paper received. * The Chief Directorate will consolidate a combined second and third annual report for approval as there was insufficient submission for third report. Second report was delayed due to NMOG. | To finalise report with all inputs ,facilitate approval and publish approved report |  |

# 6. Progress on Risk Management Implementation Plan

Table 1 Risk Management Implementation Plan for 2nd Quarter of 2019/20

|  | **Planned Risk Management activities as per the plan** | **Detailed Actions** | **Time Frame** | **Progress made in 2nd quarter** |
| --- | --- | --- | --- | --- |
| 1 | Convention of risk mitigation committee meetings | Convene a meeting of the committee once a quarter | * 30 September 2019 | * 2nd quarter Risk Mitigation Progress Report Developed |
| 2 | Reporting on risk management, fraud prevention and ethics management | To compile quarterly reports to ensure adequate reporting to all structures in the department on risk management | * 30 September 2019 | * 2nd Risk Mitigation Progress Report that includes risk management, fraud prevention and ethics management developed |
| 3 | Manage fraud database | Refer reported fraud and corruption for investigation. | * Daily | * No fraud related cases have received from DWYPD email alert and Presidential hotline. PSC reported cases are received from the office of the Accounting Officer and are referred for investigations. |
| 4. | Approved risk management registers and monitor progress | Approved risk registers to ensure timely and effective reporting of DoW risk profile | * 31 October 2019 | * Draft Strategic risk registers for DWYPD has been developed and will be finalised once the risk registers have been recommended by ARC for approval of the Accounting Officer. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ACRONYM** | **IN FULL** |  | **ACRONYM** | **IN FULL** |
| AC | Administration Clerk |  | IKM | Information and Knowledge Management |
| ADG | Acting Director- General |  | DRP | Disaster Recovery Plan |
| APP | Annual Performance Plan |  | DPME | Department of Planning Monitoring and Evaluation (DPME). |
| ARC | Audit Risk Committee |  | ICT | Information Communication Technology |
| ASM | Auxiliary Services and Security Management |  | IOE | Internal Operations Efficiency |
| CD | Chief Director |  | RMC | Risk Mitigation Committee |
| CFO | Chief Financial Officer |  | RPA | Research and Policy Analysis |
| CGE | Commission of Gender Equality |  | NGM | National Gender Machinery |
| CM | Cooperate Management |  | SM | Strategic Management |
| Dir | Director |  | TBC | To Be Confirmed |
| DD | Deputy Director |  | WSP | Work Skills Plans |
| DWYPD | Department of Women, Youth and Persons with disabilities |  | BCP | Business Continuity Plan |
| DPSA | Department of Public Service and Administration |  | IR | International Relations |
| ETR | End of Term Review |  | NCGBV | National Gender Based Violence Council |
| EXCO | Executive Committee |  | PSCKM | Policy, Stakeholder Coordination and Knowledge Management |
| GFP | Gender Focal Points |  | NTT | National Task Team |
| IA | Internal Audit |  | STEE | Social Transformation Economic Empowerment |
| NACH | National Anti-Corruption Hotline |  | CGIF | Country Gender Indicator Framework |
| NT | National Treasury |  | GEWE | Gender Equality and Women Empowerment |
| TOR | Terms of Reference |  | SOP | Standard Operating Procedure |
| VAWC | Violence Against Women and Children |  | GRPBMEA | Gender Responsive Planning, Budgeting, Monitoring and Evaluation and Auditing |
| NCGBV | National Gender Based Violence Council |  | IR | International Relations |
| M& E | Monitoring and Evaluation |  | MANCO | Management Committee |
| SITA | State information Technology Agency |  | IDC | Inter-departmental Committee |
| GBV | Gender Based Violence |  | SCM | Supply Chain Management |
| ESEID | Economic Sectors, Employment & Infrastructure Development |  | TOR | Terms of Reference |
| PSC | Public Service Commission |  | NACH | National Anti-Corruption Hotline |
| SPCHD | Social Protection, Community & Human Development |  | TWG | Technical Working Group |
| BSIP | Business Systems Implementation Plan |  | G&A | Governance and Administration |
| CRO | Chief Risk Officer |  | SCO | Stakeholder Coordination |
| CAE | Chief Audit Executive |  | RPD | Rights Of Person With Disabilities |