



Province of the  
**EASTERN CAPE**  
EDUCATION

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**INSTITUTIONAL MANAGEMENT, DEVELOPMENT AND GOVERNANCE**

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**CIRCULAR 10 OF 2012**

**TO : ADDG – DISTRICT COORDINATION**  
**ALL DISTRICT DIRECTORS**  
**CESs MANGO**  
**PRINCIPALS & SGBs OF S21 SCHOOLS**

**FROM : ACTING HEAD OF EDUCATION**

**SUBJECT : PAYMENT OF ACCRUALS FOR SERVICE PROVIDERS**

**DATE : 30 MAY 2012**

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**1. PURPOSE**

The purpose of this circular is to call upon District Directors, Principals and SGBs to facilitate the payment of accruals in respect of services procured during the 2011/12 financial year.

**2. BACKGROUND**

It has been brought to the attention of this office that there are schools that have not paid their accruals for the previous year and hence the Service Providers have approached this office for intervention of Head Office.

**3. DELIBERATIONS**

3.1 In terms of S21 of the South African Schools Act schools apply to be awarded certain delegations which then results in schools being declared a S21 status



where funds for the procurement of goods and services is then delegated to the SGB for the benefit of the school.

3.2 S16A of the Education Laws Amendment Act pronounces on the responsibilities of the principal as an Accounting Officer.

3.3 Such responsibility includes making sure that payment of accounts for services rendered or goods purchased have been paid, ideally within 30 days of delivery of the service.

3.4 All schools received their NSF allocation for 2011/12 and the accruals referred to relate to that financial year.

3.5 This implies that non-payment of these debts should not be having relation to the current year's allocation, that is, 2012/13, unless that the LTSM funds have been used for other purposes.

3.6 Should that be the case it should be clear that this constitutes financial misconduct, and a clear audit query.

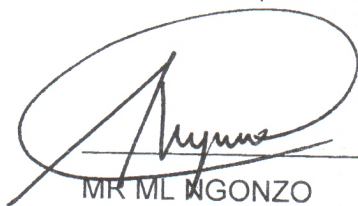
3.7 We have compiled a list of all schools owing Service Providers and such list is forwarded to the districts together with a specimen of a reply slip for the principals.

3.8 The expectation is that principals must confirm the debt and return the reply slip to the district office together with cheque/cheques in payment of the debts.

3.9 The District Director is expected to facilitate these interactions and ensure that weekly reports are provided to the office of the Chief Director – IMD&G who will then report progress to the HOD. The deadline for the finalization of all outstanding payments is 30 June 2012

#### 4. CONCLUSION

District Directors must bring the contents of this Circular to all affected schools and enforce its implementation.



MR. M. L. NGONGO  
ACTING HEAD OF EDUCATION

*All District Directors who are affected by the non payment must account for the debt and process to be followed  
Do not give DD in writing*

