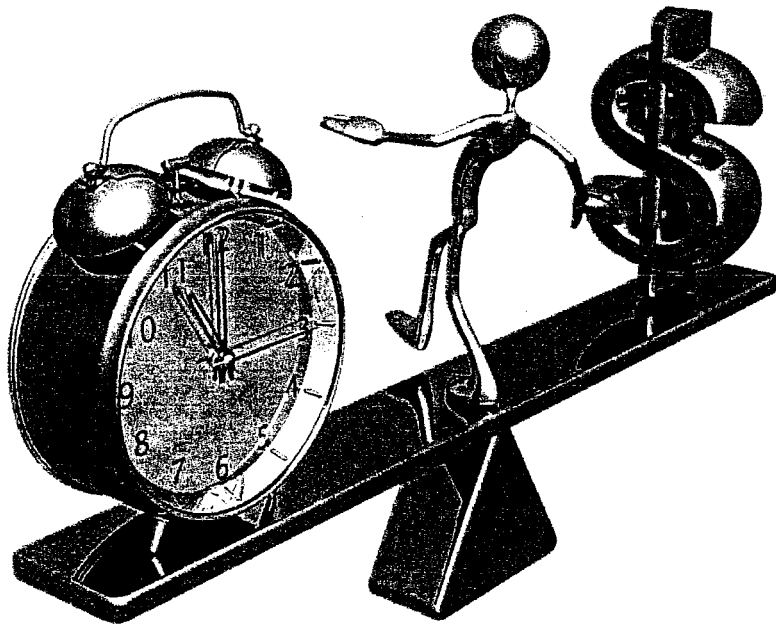


Appendix 12:

SCHEDULE OF RATES/PRICE BID



Appendix 12:

SCHEDULE OF RATES/PRICE BID

ITEM	Quantity	Cost 3 Years	Service Costs	Additional Costs	Total Costs
Professional Services					
Project manager @ Level 12 for 3 years	1	R 1 518 705.00	R 397 200.00	R 436 123.73	R 2 352 028.73
Project Coordinators @ Level 7 for 3 years	9	R 3 974 670.00	R 0.00	R 10 033 640.18	R 14 008 310.18
Youth Workers @ stipend of R3000 per person	500	R 54 000 000.00	R 2 302 700.80	R 2 291 433.00	R 58 594 133.80
Subtotal	510	R 59 493 375.00	R 2 699 900.80	R 12 761 196.91	R 74 954 472.71
Training					
Pack of Training manual and stationery 510 packs	539	R 93 786.00			R 93 786.00
Training Venue 20 days/30 people per day	539	R 53 900.00			R 53 900.00
Transport for training (Rate per K / (AA rates)	539	R 232 309.00			R 232 309.00
Catering (20 days for 510 people) one session a day	539	R 134 750.00			R 134 750.00
Subtotal		R 514 745.00	R 0.00	R 0.00	R 514 745.00
Branding					
Uniform (Golf shirts and Caps) 510	510	R 102 000.00			R 102 000.00
Bags 510 people	510	R 102 000.00			R 102 000.00
Administration of questionnaire (e.g. completion, printing etc.) 1300000 per year	3 900 000	R 4 446 000.00			R 4 446 000.00
Subtotal		R 4 650 000.00	R 0.00	R 0.00	R 4 650 000.00
Transport and Lunch					
Transportation of youth workers to the wards, for data collection (Rate per Km/AA rates)	510	R 11 926 649.24			R 11 926 649.24
Rate per kilometer @ R4.31					
Lunch Pack (1 lunch pack, 340 ml juice, 500 ml water, sandwich) for 510 people	510	R 5 806 350.00			R 5 806 350.00
		R 17 732 999.24	R 0.00	R 0.00	R 17 732 999.24
Mini ICROP with venue for 1000 people (Annexure A)					
Tent, chairs and tables		R 645 450.00			R 645 450.00
Catering	1000	R 2 317 000.00			R 2 317 000.00
Stage and sound		R 66 200.00			R 66 200.00
Transport	1000	R 1 141 288.00			R 1 141 288.00
Cleaning service		R 16 550.00			R 16 550.00
Security Service		R 9 930.00			R 9 930.00
EMS Service		R 231 700.00			R 231 700.00
		R 2 000.00	R 4 428 118.00	R 0.00	R 4 428 118.00
SUBTOTAL		R 86 819 237.24	R 2 699 900.80	R 12 761 196.91	R 102 280 334.95

Including in the pricing as follows:

Service Cost

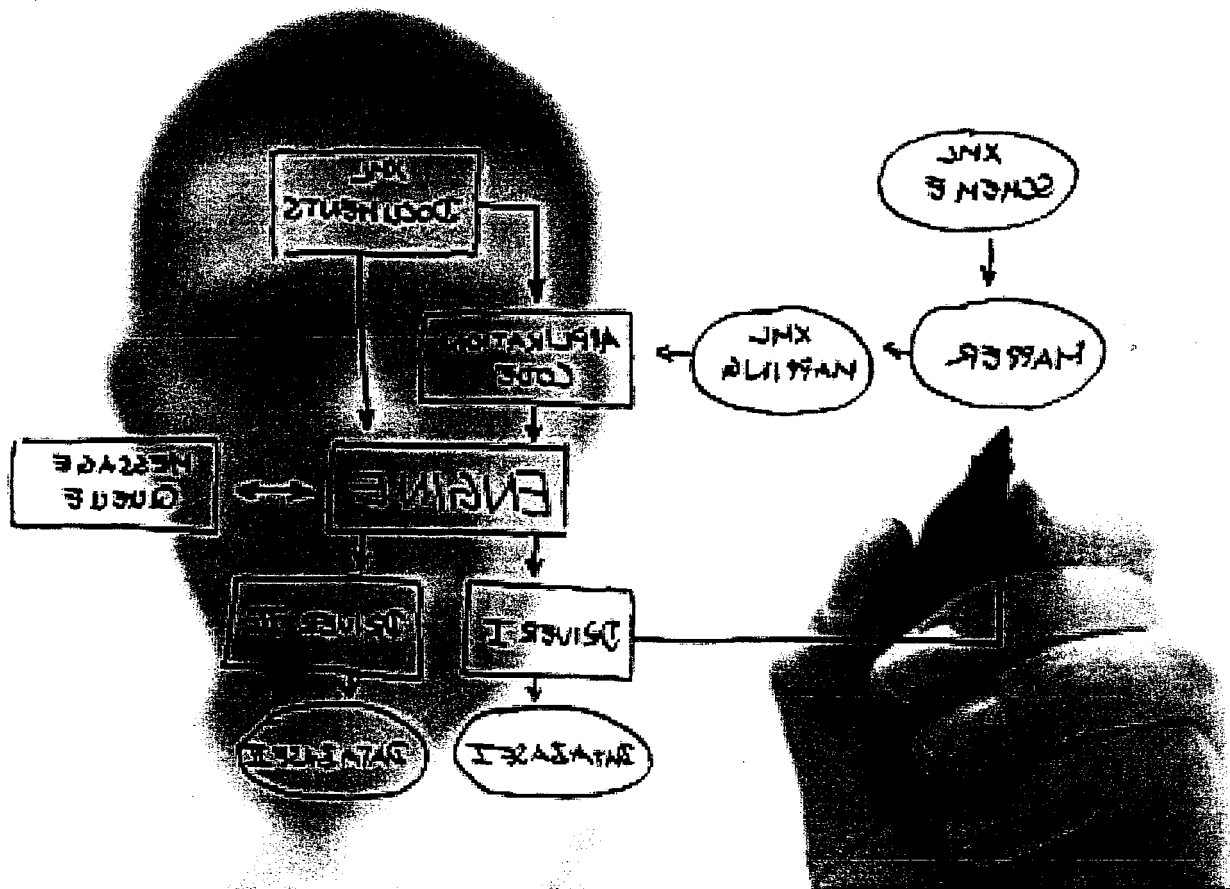
Include the following additional fees:

- ❖ Data Analysis
- ❖ Quality Assurance
- ❖ Project Administration
- ❖ HR – Payroll services

Additional Cost

- ❖ Project Manager's Travelling cost
- ❖ Accommodation and Travelling Project Co-ordinators
- ❖ Additional Laptops, 3G Cards, Stationery and Data for Satellite offices in Districts
- ❖ Additional Seating charges (Furniture and Equipment) for District offices and Project Co-ordinators and Youth Workers.

Appendix 13: KEY ASSUMPTIONS



Appendix 13:

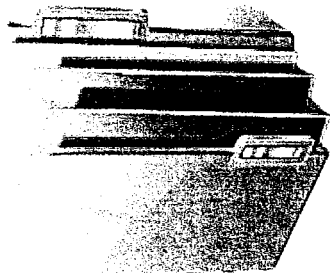
KEY ASSUMPTIONS

The following key assumptions apply:

- The amounts quoted are based on the information received, should any figures change with regards to the amount of trainees (539), youth workers (500), amount of surveys (1300000 per year), number of identified District (27) offices and wards (1540), attendees at the ICROP (1000), location of district offices in relation to wards or any other figure where pricing is based on number supplied, this will affect the price as quoted and we will invoice on actual figures.
- The basis of working with SASSA is as a partnership and full co-operation from relevant SASSA staff is essential for the success of the project.
- SASSA will timeously notify all departments and relevant staff will be available as required and a single point of communication will be provided.
- SASSA will communicate with District offices to avail office space for youth workers where data capturing can take place.
- Key user staff will have the capacity to assist our team members with respect to identifying, locating and uplifting relevant documentation and providing information where necessary.
- Work space will be made available to our staff when required.
- SASSA will facilitate our access to all locations, sites and buildings where necessary.
- SASSA will arrange to resolve any constraints that might impact on deliverables, unless by force of nature.
- Should standing time be incurred due to delays occasioned by nature or SASSA it could seriously impact on the dead-line.
- The questionnaire to be printed and completed will be provided by SASSA.
- Road Travel costs included in pricing is charged at R4.31 per/km (excl VAT). Actual kilometres will be charged.
- Overnight accommodation included in pricing is based on a fee of R550.00 per person and estimated nights. Actual nights will be charged.
- Car rental and air fares will be billed at economy class travel.
- Travel costing is based on assumptions, like 1000 delegates to attend the ICROP at a travel distance of 80km per person. Actual travel distance will however be charged.
- We confirm the price is valid for 120 days.
- We will invoice on a monthly basis, based on hours worked and this includes the youth workers. Certain deliverables will form part of the monthly invoicing, and this will be determined as part of the final SLA.

Appendix 14:

ANNEXURES





ANNEXURE A

COMMUNICATION INTELLIGENCE

INTRODUCTION

This manual will provide you with background notes along with practical activities and suggested running times. Feel free to add to or adapt the structure of this training session to suit your needs.

PREPARATION

In the training room you will need the following: -

- Overhead projector or computer projection system
- Monitor and VCR player
- A whiteboard with markers and eraser
- Note paper and pens or pencils for participants

COURSE STRUCTURE AND RUNNING TIME

This course has been designed to run as a half-day training session. If you do all of the course work within the allocated running time, your training session should run for approximately 3 hours and 55 minutes.

COURSE WORK RUNNING TIME

Welcome & Introduction (15 minutes)

Objectives & Agenda (10 minutes)

Introduction (35 minutes)

Activity 1 – Behaviour Discussion (20 minutes)

Activity 2 – True and False (10 minutes)

Activity 3 – Networking (20 minutes)

Break (20 minutes)

Activity 4 – Improvement Plan (20 minutes)

Summary & Debrief (35 minutes)



PART 1

WELCOME AND INTRODUCTION

- ❖ Welcome all participants to the *Communication Intelligence –Business Etiquette* training session.
- ❖ Introduce yourself and tell the group something about your training background.
- ❖ Explain how the training session is to be structured, how long it will run for, when the video will be shown, when breaks will be taken, what refreshments are available and where the phone and rest rooms are located.

OBJECTIVES AND AGENDA

After completing the training session on *Communication Intelligence – Business-Etiquette*, participants will understand the following: -

- ❖ The importance of introductions
- ❖ The value of being interested in other people
- ❖ The value of being considerate of other people's feelings
- ❖ The necessity to give and receive compliments graciously
- ❖ The need to own up when you've done something wrong
- ❖ How to make and receive apologies
- ❖ How to keep a conversation flowing?
- ❖ The importance of basic table manners and social niceties
- ❖ Some basic email etiquette

INTRODUCTION

Using your own research and the brief notes provided below, give participants an overview of why business etiquette is so important. Invite questions and discussion from the group as you go. For some time now we've been hearing about the importance of emotional intelligence – the ability to make our working relationships grow and develop to their full potential. We all want to build solid relationships based on mutual respect and trust. Whether these relationships are with customers, co-workers, family or friends a good working knowledge of social skills and etiquette will help you gain an edge in life itself.

This course will give you a wealth of practical skills to achieve that goal. Some of these skills we might already know and use religiously in our “day to day” life. Some of them we might already know, but often in the heat of the moment we simply forget them. Others will be a revelation and we will marvel at how a simple word or action can make a difference to our communication with others. If we consciously strive to put these skills into constant practice



we will be amazed at the difference it makes in the way we are valued and accepted in society. Like it or not, our behaviour is a reflection of our personality and our behaviour is the means by which other people judge us.

Milestone 1

- Our behaviour is a reflection of our personality and our behaviour is the means by which other people judge us.

Milestone 2

- At the heart of business etiquette lies an underlying respect for other people and their rights.

Milestone 3

- Well-honed etiquette skills are those which show sensitivity to others, put them at ease and make them feel welcome and valued as human beings.

Milestone 4

- You only get one chance at a first impression.

It thus stands to reason that how you present yourself to people in the business world for the first time is of utmost importance. Any unprofessionalism leaves a lasting impression.

Milestone 5

- Be on time.

No one likes to be kept waiting. If you are late, it instantly sets up a feeling for the other person that you don't value their time. You are being disrespectful of them.

Therefore, the golden rule in all social interactions is to always be on time. If you're visiting someone's office for the first time, be absolutely sure of the location, check traffic and parking details and always leave enough time to compensate for unexpected or unscheduled delays like a vehicle breakdown. If you do discover that through no fault of your own you are going to be late, call ahead, apologize for keeping them waiting, tell your appointment what has caused the delay and when you can be expected. Remember to be as accurate as possible with your estimated arrival time.

Milestone 6

- Introduce yourself.
- Use an appropriate greeting.
- Physically greet people with a handshake.
- Use people's names.

Ok, so you've arrived on time or your guest is in the lobby – you then need to introduce yourself with the appropriate information, use the other person's name and offer an award winning



handshake. "Hello I'm Cathy Beitz, I'm a producer with Our Bizness Productions. You must be Sally Brown. I'm very pleased to meet you." Research has shown that for almost every one of us, hearing our own name is one of the most positive things we experience.

Just a note on handshakes - It's absolutely acceptable and even advisable for women to shake hands as well as men. Sometimes it's hard to work out whether you have a good handshake. Don't be afraid to ask a few people and if you don't get a 100% positive response - practice with friends and family. Your handshake should be firm, but not crushing. Men must remember that women often have rings that can cause considerable pain if they are pressed too firmly into their fingers. A handshake should also not feel like a dead fish in someone's hand. It should denote confidence and a warm welcome.

Milestone 7

- Introduce others.
- Make self-introductions when necessary.

Another important aspect of "introductions" is to make them. Failing to do so causes embarrassment and discomfort for everyone involved. We all remember those awful moments when we've had someone join a group and we've been left standing beside them not knowing who that person is. If this happens to you, it's then your responsibility to welcome that person into the situation by introducing yourself. "Hello, I'm Cathy Beitz, I don't believe we've met. Can I introduce you to the others?"

Milestone 8

- Keep an open posture.
- Face the person.
- Maintain eye contact.
- Look relaxed.
- Smile.

Words are important when making introductions. However, so is your body language? We all know how uncomfortable it makes us feel if someone is nervous, fidgety and shy. Unfortunately, shyness can often be interpreted as rudeness. We can all feel shy and nervous sometimes. The trick is not to show it. The key to that is practicing good body language. So keep an open posture, face the person, maintain eye contact, look relaxed and smile. Then use one of the verbal greetings that make the other person feel that you truly are pleased to meet them.

Milestone 9

- Give sincere compliments.
- Say thank you when you receive a compliment.

Introductions often include a compliment about the person you are meeting. If you know something positive about the person, his or her company or work, then tell them. A sincere compliment is a perfect way to begin a relationship on a respectful note. Equally important as



giving compliments is receiving them. It has always amazed me how few people know how to graciously accept a compliment. You watch people get embarrassed, look down, make excuses and often downright disagree with you. It's so unnecessary.

A compliment is someone's opinion, pure and simple. If you discount it, you seriously run the risk of being offensive. There's only one golden rule for accepting compliments – say "thank you."

Milestone 10

- Be concerned with others.
- Show a genuine interest.
- Ask questions.
- Make a connection.

We can all relax now, because it's time to settle in and get to know this new person in your life. So let's talk about the art of conversation. Speaking, listening and responding are the general ingredients of a conversation. So why do we sometimes have problems? A conversation usually begins with a question from one person and an answer from the other person. However, we have all experienced trying to have a conversation with someone who constantly wants to tell you about them. You ask one question and off they go. You get volumes of information and literally don't have the opportunity to say anything. Sometimes we even do it ourselves. One of the first things to remember about communication is that both parties need to show a genuine interest in the other. There needs to be a balance. They ask you a question? you answer and then ask them a question. Enquire about their business, their family, their lives and their interests. The aim is to make a connection.

Milestone 11

- Be positive.
- Don't offer inappropriate negative information.
- Avoid politics and religion.

We should also remember to remain positive. Don't offer negative information when it's inappropriate. In business it's also a good idea to avoid any conversation that relates to politics or religion.

Milestone 12

- You are responsible for 50% of the conversation.
- Give expanded answers.
- Ask open questions.
- Open questions begin with words like, who, what, where, why and how.

When you're having a conversation with someone, you are responsible for 50% of that conversation, so once again, shyness is no excuse. Giving monosyllabic answers and not contributing makes it incredibly hard work for the other person. All you need to do is give some expanded answers and remember to show a genuine interest in the other person. Before



long the conversation will move forward and you'll discover the common ground of communication.

Milestone 13

- Good Listening
- Pay attention.
- Focus on what is being said.
- Maintain good eye contact and body language.
- Look for feelings as well as facts.
- Don't interrupt
- Be an active listener.
- Show that you are listening with nods, and words like, "Uh huh." "I see".
- Ask questions to clarify what the speaker is saying
- Paraphrase what the speaker has said to show that you understand.
- Give feedback when necessary.

The other golden rule in the art of conversation is to be a good listener. Mastering the skill of listening will be an enormous benefit in so many areas of your life. It's the key to intelligent communication. Listening well, demonstrates that you respect the opinions and feelings of others. It boosts the other persons self-esteem and makes them feel valued. Listen carefully to what the other person is saying.

The aim is to understand what they are trying to communicate to you and not to simply hear the words. The following is a list of important listening attributes. Focus on what is being said. Maintain good eye contact and body language. Don't interrupt. Be an active listener. Show that you are listening with nods, and words like, "Uh huh." "I see". Ask questions to clarify what the Speaker is saying. Paraphrase what the speaker has said to show that you understand. Give feedback when necessary. There is also a right and a wrong way to join conversations. You must never interrupt without waiting for an appropriate moment and apologizing for doing so.

Milestone 14

- Don't criticize people publicly.
- Air grievances privately.
- Show sensitivity.

If you have a grievance with someone, remember to never confront them in a public place or in the company of others. It is not necessary and will only serve to make the other person defensive. Always be sensitive to their situation and make sure you have all the facts before you make accusations.

Milestone 15

- Learn to apologize sincerely.
- Accept sincere apologies



If it is you who discovers you have made a mistake, own up to it immediately with a simple apology. People cannot stay angry with you if you sincerely apologise. It instantly diffuses the situation. Accepting apologies is also an important skill. Do so graciously and always remain calm, looking for solutions to any problems.

Milestone 16

- Employ table manners at all times

Most of us who work in a business environment will inevitably find ourselves in a social situation where our table manners will be on show. There are a few simple rules that will enable you to have a meal with clients and associates without being either embarrassed or an embarrassment to others around you. Everyone has personal likes and dislikes when it comes to table manners. Some things annoy some people more than others and often there's one particular behaviour, that can drive us to distraction.

If you follow the simple rules below, you can be fairly sure you will have covered most of the pet dislikes of the average person. Firstly, allow the host to tell you where to sit. Also, be careful to wait for everyone's food to arrive and the host to begin eating before you do. Be complimentary whenever possible. Do not talk while you have food in your mouth. You should also keep your mouth closed while you eat. Keep your elbows off the table. Don't burp, slurp or make any other inappropriate sounds. Do not reach across in front of anyone to retrieve food. Instead, ask politely for the food or condiments to be passed to you. With place settings, use the different utensils, starting from the outside. For example the smaller forks and knives on the outside are for your appetizer and the larger knife and fork on the inside are for your entrée. It's polite to excuse yourself when leaving the table and most importantly thank your host for the meal. In a business situation, whoever has initiated the meal is responsible for choosing the location, providing the directions to the restaurant and for paying the account.

Milestone 17

- Only write material you are prepared to have everyone see.
- Begin with the appropriate salutation.
- Finish with an appropriate salutation and signature.
- Be clear in your subject line.
- Use proper English that is spelt correctly with good grammar.
- Keep paragraphs and messages short and to the point.
- Identify all quotes, references and sources and respect copyright and license agreements.
- Do not forward personal email to mailing lists or Usenet without the original author's permission.
- Be careful with humour and sarcasm.
- Avoid using upper case in the body of your email.
- Avoid using control characters.
- Avoid using academic networks for commercial or proprietary work.



- Respect people.

Emails form part of our daily professional lives. Good email etiquette is vitally important as a lot of the times it will be your first contact with people in a business setting. Thus going back to first impressions, the way in which you formulate and respond to emails, also leaves a lasting impression. Since emails is a form of communication, your behaviour when interacting via email is subject to all the aforementioned milestones.

PART 2

ACTIVITY 1

Behaviour Discussion

- Divide participants into groups of six to eight and ask them to describe 6 behaviours that they personally find irritating in others.
- Go through the responses on the whiteboard and discuss.

ACTIVITY 2

TRUE OR FALSE

- Ask participants to complete the True or False handout.

Handout

Go through the handout and discuss the answers. Address any queries the group may have.

Facilitator's copy: -

TRUE OR FALSE TEST

Decide whether or not the following statements are true or false.

Statement True/False

Only snobs are concerned with business etiquette.

False

If you're a nice person, you don't need to understand business etiquette.

False

It's Ok to be late, so long as you let the other person know.

False

Our personalities are often judged on our outward behaviour towards others.

True

Our body language accounts for almost 40% of the message we are giving.

True

Whenever someone gives you a compliment say, "thank you."

True

Open questions will encourage people to open up and talk.



True

Open questions begin with words like who, what, where, how, why.

True

Only apologize if you think you've been caught out.

False

Show a genuine interest in other people.

True

It's OK to talk with your mouth full if someone asks you a question.

False

ACTIVITY 3

Networking

Divide participants into groups of six to eight and ask them to write a short script for two people meeting at a conference for the first time.

It should include:

1. An introduction
2. Appropriate questions
3. Appropriate responses



Computer Literacy Training

1.	Aims of the computer literacy training course	2
2.	What makes a good computer teacher?.....	3
3.	Professional conduct for tutors	4
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10.	Session 6: Internet & Email	10
11.	Session 7: Spread sheets	11

Centre for Innovation in Learning and Teaching

21 February 2016



1. Aims of the computer literacy training course

GENERAL

The basic computer literacy training course aims to:

- Empower field workers/researchers with basic computer skills in preparation for the field work to conduct the survey
- Give field workers/researchers a basic understanding of how a computer works and what it can be used for
- Provide basic skills in Windows, word processing, email, and using online courses
- Encourage self-education and further self-directed learning
- Instil confidence in field workers/researchers to use computers
- Teach field workers/researchers a new “language” (computer jargon)
- Provide field workers/researchers with the ability to produce a professional document
- Teach field workers/researchers proper and efficient use of the IDATHA data collation

SPECIFIC

At the end of the basic training course, field workers/researchers should be able to:

- Successfully log in to the IDATHA network
- Understand the basic principles of input, processing and output
- Use a mouse and keyboard
- Understand Windows file, folder and drive structures
- Perform basic Windows functions (opening, closing and resizing windows; cut, copy and paste; using icons, menus and toolbars; opening and closing applications; using online help)
- Find programs such as Word and open them
- Perform basic word processing tasks (creating, editing and formatting a document; saving, retrieving and printing a document)
- Know how to access and use the internet and email

While you are training, consider the field workers/researchers’ point of view:

- why is this knowledge or skill relevant for the field workers/researchers ?
- how can new information be linked to what they already know?
- when will they use it and how will it add value for them?



2. What makes a good computer teacher?

- The **sequence** of introducing items is very important, otherwise learners will become confused. This means that the teacher has to be very well prepared! If you jump around introducing points you should have mentioned earlier, then you will lose your learners very quickly. Rather take it slowly with a clear step-by-step approach.
- Computer instruction has to be interactive. Be very practical and **hands-on**, don't talk too much or for too long.
- **Integrate** instruction and practice as closely as possible. Let students imitate the steps you do one by one, and make sure that everybody follows.
- Be very **explicit** and remember to mention every step, no matter how obvious it seems.
- Always explain the **purpose** of a step – not just what you do, but also why you do it.
- Give **short bits of instruction**, **show** on the screen what you are doing, then give the learners enough time to **do it themselves**. Check that they are doing the right thing.
- Your **tone of voice** should make it clear whether you are explaining something, or whether you are **giving instructions** for the learners to do something.
- Make sure that the field workers/researchers are **keeping up with you**. If somebody has a major problem then let one of the tutors help them, but don't hold up the entire class.
- Explain **concepts and jargon** as clearly as possible – this is crucial to a learners understanding of what computing is all about. **Don't assume** knowledge or understanding, always ask to check that learners understand what you mean.
- **Timing**: you need to allow enough time for field workers/researchers to do things themselves, and cater for different paces, but don't have such long pauses that faster students get bored and distracted.
- Remember the **HOHO principle**: trainers should keep their **Hands Off** the keyboard, and field workers/researchers should keep their **Hands On**. Instruct students how to do something, but don't do it for them!
- Encourage field workers/researchers to help each other, but refer them to the HOHO principle as well.
- **Revision**: at the beginning of each session, summarise what you covered in the previous session and tell students what they will be doing in this session.
- The instructor should always stand and be clearly **visible**.
- If a learner asks a **question**, **repeat** it before you give an answer, so that everybody can hear what has been asked.
- **Visual aids** and descriptions are very valuable – use them where possible.



- If you will be using a **data projector**, then have a backup plan that you can follow if the projector fails.
- While one tutor gives instructions, the other should **move around** to see what learners are doing.
- If you have a **manual** then refer to it during class and tell students to use it on their own as well.
- If there was **homework** then spend some time at the beginning of class going over it.
- Emphasise the use of **online help**, so that students will be able to help themselves in future. You want the learners to become **independent** of their teacher.

3. Professional conduct for trainers

- Arrive 10 minutes before the session is due to start, and check that the venue is set up correctly before the field workers/researchers arrive.
- Be prepared, organised and confident.
- Show enthusiasm and interest in what you teach.
- Dress neatly, and show respect and courtesy to your students.
- Be friendly, helpful and patient.
- Know when to be firm, and keep to the role of teacher rather than buddy.
- Project your voice so that everybody can hear you, and add variety to your tone to avoid being monotonous.
- Interact with field workers/researchers , ask and respond to questions. Address field workers/researchers by name where possible.
- Make students feel that they are being taken seriously.
- Adhere to all the lab rules yourself, and enforce them if necessary.
- Inform the training coordinator and other team members as soon as possible if you can't fulfil your duties. If this happens, there should be a very good reason for it!
- Be willing to assist fellow tutors if the need arises.

4. Key items to teach

- Introduction to Computing
- Using Windows
- Word Processing
- Internet & Email
- Spread sheets



5. Session 1: Introduction to Computing

Approximate time: 1 hour

Notes: Start with introductions
Outline what will be covered in this session

	<i>Items to teach</i>
1	IDATHA standard equipment
2	Basic mouse and keyboard use
3	Logging in and password changes (why?)
4	Logging out (not shutting down)
5	<i>PRACTICE: logging in & out (have a lab assistant at hand to sort out password problems)</i>
6	Input devices (identify some)
7	Processing data (e.g. formatting, sorting)
8	Data storage (network drives)
9	Output devices (identify some)
10	Folders and files (conceptual structure)



6. Session 2: Using Windows

Approximate time: 2 hours

Notes: Summarise what was covered in the previous session
 Outline what will be covered in this session
 Refer to the manual but don't read it page by page

	<i>Items to teach</i>
1	<i>REVIEW: log in to the network</i>
2	Basic desktop features (icons, windows, taskbar)
3	Using the mouse (click, double-click, drag, right-click)
4	<i>PRACTICE: open My Computer two different ways; drag & right-click</i>
5	Switching between windows using the taskbar
6	Windows components: title bar, menu bar, toolbar, scroll bars, notification area
7	Resizing, minimising & closing windows
8	Using menus and dialog boxes
9	<i>PRACTICE: open and resize window</i>
	** You may want to give a 15 minute break here **
10	Start button, start menu, opening programs
11	<i>PRACTICE: open MS Word</i>
12	Online help: topics, search
13	<i>PRACTICE: search for e.g. "cascade windows"</i>
14	Exploring My Computer: drives, folders and files
15	Working with files (create, copy, rename, delete)
16	<i>PRACTICE: create a folder and subfolder</i>



7. Session 3: Word Processing (basics)

Approximate time: 3 hours

Notes: Summarise what was covered in the previous sessions
Outline what will be covered in this session
Refer to the manual but don't read it page by page

	<i>Items to teach</i>
1	Recap: opening MS Word (start button)
2	The Office button and taskbar
3	Icons, menus and dialog boxes
4	Viewing a document
5	Text entry and the Undo button
6	Saving a file
	** You may want to give a 15 minute break here **
8	Opening an existing document
9	Opening a new document
9	Save or Save As (give task sheet doc a new name)
10	Navigation
11	Zoom and Preview
12	Selecting text
13	Delete and insert text
14	Cut, copy and paste text
15	<i>PRACTICE: You may give students a document to edit</i>



8. Session 4: Word Processing (formatting)

Approximate time: 3 hours

Notes: Summarise what was covered in the previous sessions
Outline what will be covered in this session
Refer to the manual but don't read it page by page

	<i>Items to teach</i>
1	<i>REVIEW (Windows): create a folder and copy a file</i>
2	<i>REVIEW (Word): type, edit and save a short document</i>
3	Explain character formatting
4	Font style and size (using fields on the ribbon)
5	Bold, italic, underline
6	Colours
	<i>** You may want to give a 15 minute break here **</i>
7	Multiple simultaneous options for character formatting
8	Explain paragraph formatting
9	Text alignment
10	Bullets and numbers
11	Indenting
12	Line spacing
13	Borders & shading
14	Page setup (orientation & margins)



9. Session 5: Word Processing (advanced)

Approximate time: 3 hours

Notes: Summarise what was covered in the previous sessions
Outline what will be covered in this session
Refer to the manual but don't read it page by page

	<i>Items to teach</i>
1	Find & replace text
2	Creating tables
3	Insert/split/merge a table and add/remove rows/columns
4	Using ClipArt
5	Page numbers, headers and footers
6	Page and section breaks (incl. page orientation)
7	Spelling and grammar check
8	Printing
9	<i>PRACTICE: edit previous task sheet document</i>



10. Session 6: Internet & Email

Approximate time: 1 ½ hours

Notes: Outline what will be covered in this session

	<i>Items to teach</i>
	INTERNET
1	Explain the concept of the Internet
2	Explain bandwidth and restrictions (200 MB per month)
3	Log in and open a web browser
4	Wi-fi log in
5	Explain the concept of a URL
6	Go to www.google.com
7	Type a search phrase and Enter (try your name or home town)
8	Return to the IDATHA home page
9	Go to www.idatha.co.za and explore the site
	EMAIL
10	Go to www.idatha.co.za
11	Click on the YouTube video to watch a short tutorial from the playlist
12	Click "Log into your mailbox"



11. Session 7: Spread sheets

Approximate time: 2 ½ hours

Notes: Outline what will be covered in this session

	<i>Items to teach</i>
1	Structure: workbooks and worksheets
2	Rows, columns, cells, ranges
3	Entering data in Excel
4	Selecting cells, rows, columns
5	Copying, moving, deleting data
6	Using autofill
7	Note the different cursor shapes for selecting, copying and moving
8	Saving a workbook
10	Editing data
11	Formatting data
	** You may want to give a 15 minute break here **
12	Entering formulas (incl structure)
13	Absolute addressing
14	Simple functions
15	Printing
16	Creating charts (type some names and heights, then create a column chart)
17	Sorting data

Conclude the training course with a summary of all that has been covered, and make reference to training manuals and online resources.



Sample Training Schedule

Day 1 (09h00-11h30 & 14h00-17h00)

09h00-10h00 : Session 1 (Introduction to Computing)

10h15-11h30 : Session 2 (Using Windows)

LUNCH

14h00-15h00 : Session 2 (Using Windows)

15h15-17h00 : Session 3 (Word Processing Basics)

Day 2 (09h00-12h30 & 13h30-17h00)

09h00-10h15 : Session 3 (Word Processing Basics)

10h30-12h30 : Session 4 (Word Processing Formatting)

LUNCH

13h30-14h30 : Session 5 (Word Processing Advanced)

14h45-17h00 : Session 5 (Word Processing Advanced)

Day 3 (09h00-12h30 & 13h30-17h00)

09h00-10h30 : Session 6 (Internet & Email)

10h45-12h30 :

LUNCH

13h30-14h30 : Session 7 (Spread sheets)

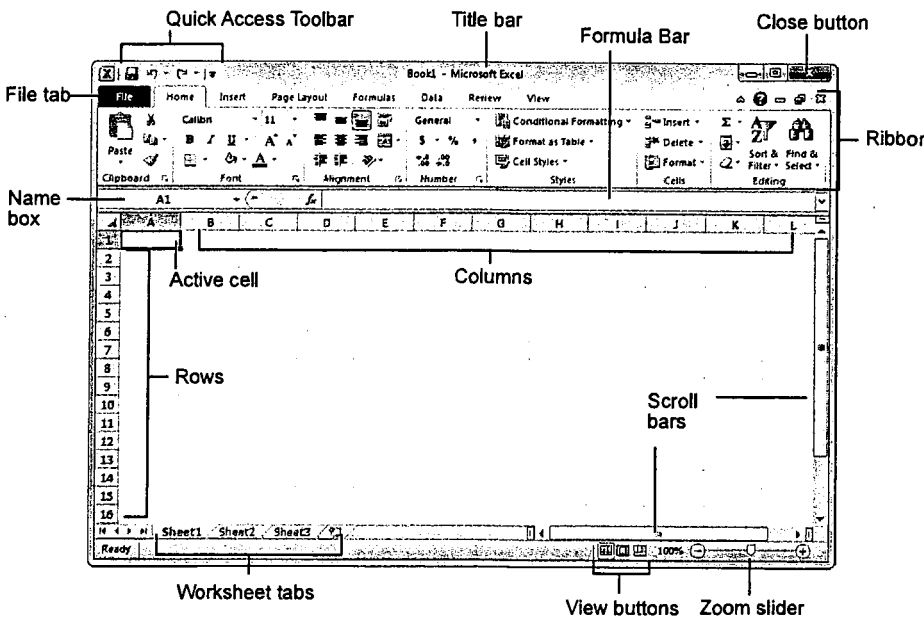
14h45-17h00 : Session 7 (Spread sheets)

Note that Session 8 (Spreadsheets) on day 3 is optional, and should only be taught to stronger student groups who are able to keep up with this schedule. Slower groups can extend the time spent on Sessions 1-4, and omit Session 8 completely.

Microsoft®
Excel 2010
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The Excel 2010 Screen



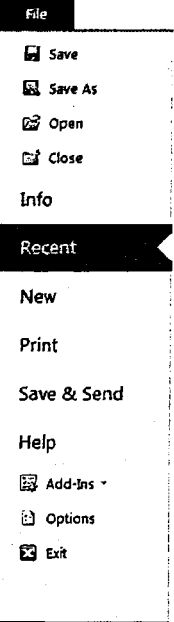
Keyboard Shortcuts

General	
Open a Workbook	<Ctrl> + <O>
Create New	<Ctrl> + <N>
Save	<Ctrl> + <S>
Preview and Print	<Ctrl> + <P>
Close a Workbook	<Ctrl> + <W>
Help	<F1>
Run Spelling Check	<F7>
Calculate worksheets	<F9>
Create an absolute, normal, or mixed reference	<F4>

Navigation:	
Move Between Cells	<↑>, <↓>, <←>, <→>
Right One Cell	<Tab>
Left One Cell	<Shift> + <Tab>
Down One Cell	<Enter>
Up One Cell	<Shift> + <Enter>
Down One Screen	<Page Down>
Up One Screen	<Page Up>
To Cell A1	<Ctrl> + <Home>
To Last Cell	<Ctrl> + <End>
Go To Dialog Box	<F5>

The Fundamentals

The File tab menu and Backstage view contain commands for working with a program's files, such as Open, Save, Close, New, and Print.





- **To Create a New Workbook:** Click the File tab and select New, and click Create, or press <Ctrl> + <N>.
- **To Open a Workbook:** Click the File tab and select Open, or press <Ctrl> + <O>.
- **To Save a Workbook:** Click the Save button on the Quick Access Toolbar, or press <Ctrl> + <S>.
- **To Preview and Print a Workbook:** Click the File tab and select Print, or press <Ctrl> + <P>.
- **To Undo:** Click the Undo button on the Quick Access Toolbar, or press <Ctrl> + <Z>.
- **To Redo or Repeat:** Click the Redo button on the Quick Access Toolbar, or press <Ctrl> + <Y>. The last command is repeated if Undo was not previously used.
- **To Close a Workbook:** Click the Close button, or press <Ctrl> + <W>.
- **To Get Help:** Press <F1> to open the Help window. Type your question and press <Enter>.

- **Cell addresses:** Cells are referenced by addresses made from their column letter and row number, such as cell A1, A2, B1, B2, etc. You can find the address of a cell by looking at the Name Box.
- **To Select a Cell:** Click a cell or use the keyboard arrow keys to select it.
- **To Select a Cell Range:** Click and drag to select a range of cells. Or, press and hold down the <Shift> key while using the <arrow keys> to move the mouse pointer to the last cell of the range.
- **To Select an Entire Worksheet:** Click the Select All button where column and row headings meet. Or, press <Ctrl> + <A>.
- **To Minimize the Ribbon:** Click the Minimize Ribbon button on the Ribbon. Or, press <Ctrl> + <F1>. Or, right-click a tab and select Minimize Ribbon from the contextual menu.
- **To Change Program Settings:** Click the File tab and select Options.
- **To Use Zoom:** Click and drag the zoom slider to the left or right. Or, click the Zoom Out and Zoom In buttons on the slider.
- **To Change Views:** Click a View button in the status bar. Or, click the View tab and select a view.


Editing	
Cut	<Ctrl> + <X>
Copy	<Ctrl> + <C>
Paste	<Ctrl> + <V>
Undo	<Ctrl> + <Z>
Redo	<Ctrl> + <Y>
Find	<Ctrl> + <F>
Replace	<Ctrl> + <H>
Select All	<Ctrl> + <A>
Edit active cell	<F2>
Clear cell contents	<Delete>

Formatting	
Bold	<Ctrl> +
Italics	<Ctrl> + <I>
Underline	<Ctrl> + <U>
Open Format Cells Dialog Box	<Ctrl> + <Shift> + <F>
Select All	<Ctrl> + <A>
Select entire row	<Shift> + <Space>
Select entire column	<Ctrl> + <Space>
Hide selected rows	<Ctrl> + <9>
Hide selected columns	<Ctrl> + <0>

Editing

- **To Edit a Cell's Contents:** Select the cell and click the **Formula Bar**, or double-click the cell. Edit the cell contents and press <Enter>.
- **To Clear a Cell's Contents:** Select the cell(s) and press the <Delete> key.
- **To Cut or Copy Data:** Select cell(s) and click the  **Cut** or  **Copy** button in the **Clipboard** group on the **Home** tab.
- **To Paste Data:** Place the insertion point where you want to paste and click the **Paste** button in the **Clipboard** group on the **Home** tab.
- **To Preview an Item Before Pasting:** Place the insertion point where you want to paste, click the **Paste** button list arrow in the **Clipboard** group on the **Home** tab, and select a preview option to view the item.
- **To Paste Special:** Select the destination cell(s), click the **Paste** button list arrow in the **Clipboard** group on the **Home** tab, and select **Paste Special**. Select an option and click **OK**.
- **To Copy Using Auto Fill:** Point to the fill handle at the bottom-right corner of the selected cell(s), then drag to the destination cell(s).
- **To Complete a Series Using AutoFill:** Select the cells that define the series. Click and drag the fill handle to complete the series.
- **To Move or Copy Cells Using Drag and Drop:** Select the cell(s) you want to move or copy, position the pointer over any border of the selected cell(s), then drag to the destination cells. To copy, hold down <Ctrl> key while dragging.
- **To Insert a Column or Row:** Right-click to the right of the column, or below the row you want to insert. Select **Insert** from the contextual menu, or click the **Insert** button in the **Cells** group on the **Home** tab.
- **To Delete a Column or Row:** Select the row or column heading(s). Right-click and select **Delete** from the contextual menu, or click the **Delete** button in the **Cells** group on the **Home** tab.
- **To Insert a Comment:** Select the cell where you want to insert a comment and click the **Review** tab on the **Ribbon**. Click the **New Comment** button in the **Comments** group. Type a comment and click outside the comment box.


Formulas and Functions

- **To Total a Cell Range:** Click the cell where you want to insert the total and click the **Sum** button in the **Editing** group on the **Home** tab. Verify the selected cell range and click the **Sum** button again.
- **To Enter a Formula:** Select the cell where you want to insert the formula. Type = and enter the formula using values, cell references, operators, and functions. Press <Enter> when you're finished.
- **To Insert a Function:** Select the cell where you want to enter the function and click the  **Insert Function** button on the **Formula Bar**.
- **To Reference a Cell in a Formula:** Type the cell reference (for example, B5) in the formula or click the cell you want to reference.
- **To Create an Absolute Cell Reference:** Precede the cell references with a \$ sign or press <F4> after selecting cell(s) to make it absolute.
- **To Use Several Operators or Cell Ranges:** Enclose the part of a formula you want to calculate first in parentheses.

Charts

- **To Create a Chart:** Select the cell range that contains the data you want to chart and click the **Insert** tab on the **Ribbon**. Click a chart type button in the **Charts** group and select the chart you want to use from the list.
- **To Insert a Sparkline:** Select the cell range that contains the data you want to chart and click the **Insert** tab on the **Ribbon**. Select the sparkline you want to insert from the **Sparkline** group. Select the cell or cell range where you want to add the sparkline and click **OK**.

Formatting

- **To Format Text:** Use the commands in the **Font** group on the **Home** tab, or click the **Dialog Box Launcher** in the **Font** group to open the **Format Cells** dialog box.
- **To Format Values:** Use the commands in the **Number** group on the **Home** tab, or click the **Dialog Box Launcher** in the **Number** group to open the **Format Cells** dialog box.
- **To Copy Formatting with the Format Painter:** Select the cell(s) with the formatting you want to copy and click the  **Format Painter** button in the **Clipboard** group on the **Home** tab. Then, select the cell(s) you want to apply the copied formatting to.
- **To Apply a Cell Style:** Select the cell(s) you want to apply a cell style to. Click the **Cell Styles** button in the **Styles** group of the **Home** tab on the **Ribbon** and select a style from the gallery.
- **To Format a Cell Range as a Table:** Select the cells you want to apply table formatting to. Click the **Format as Table** button in the **Styles** group of the **Home** tab on the **Ribbon** and select a table format from the gallery.
- **To Apply a Document Theme:** Click the **Page Layout** tab on the **Ribbon**, click the **Themes** button in the **Themes** group, and select a theme from the gallery.
- **To Apply Conditional Formatting:** Select the cells to which you want to apply conditional formatting. Click the **Conditional Formatting** button in the **Styles** group of the **Home** tab. Select the formatting scheme you wish to use, then set the conditions in the dialog box.
- **To Adjust Column Width or Row Height:** Drag the right border of the column header, or the bottom border of the row header. Double-click the border to **AutoFit** the column or row according to its contents.

Workbook Management

- **To Insert a New Worksheet:** Click the **Insert Worksheet** tab next to the sheet tabs at the bottom of the program screen. Or, press <Shift> + <F11>.
- **To Delete a Worksheet:** Select the sheet want to delete, click the **Delete** button in the **Cells** group on the **Home** tab, and select **Delete Sheet**. Or, right-click the sheet tab and select **Delete** from the contextual menu.
- **To Rename a Worksheet:** Double-click the sheet tab, enter a new name for the worksheet, and press <Enter>.
- **To Change a Worksheet's Tab Color:** Right-click the sheet tab, select **Tab Color**, and choose the color you want to apply.
- **To Move or Copy a Worksheet:** Click and drag a tab to move a worksheet. Hold down the <Ctrl> key while clicking and dragging to copy the worksheet.
- **To Split a Window:** Drag either the vertical or horizontal split bar (located near the scroll bars) onto the worksheet.
- **To Freeze Panes:** Place the cell pointer where you want to freeze the window, click the **View** tab on the **Ribbon**, click the **Freeze Panes** button in the **Window** group, and select an option from the list.
- **To Select a Print Area:** Select the cell range you want to print, click the **Page Layout** tab on the **Ribbon**, click the **Print Area** button in the **Page Setup** group, and select **Set Print Area**.
- **To Adjust Page Margins, Orientation, Size, and Breaks:** Click the **Page Layout** tab on the **Ribbon** and use the commands in the **Page Setup** group, or click the **Dialog Box Launcher** in the **Page Setup** group to open the **Page Setup** dialog box.
- **To Protect or Share a Workbook:** Click the **Review** tab on the **Ribbon** and use the commands in the **Changes** group.
- **To Recover Autosaved Versions:** Click the **File** tab on the **Ribbon** and select **Info**. Select an autosaved version from the **Versions** list. Or, click the **Manage Versions** button and select **Recover Draft Versions**.

Microsoft

Windows 8

Quick Reference Card



CustomGuide

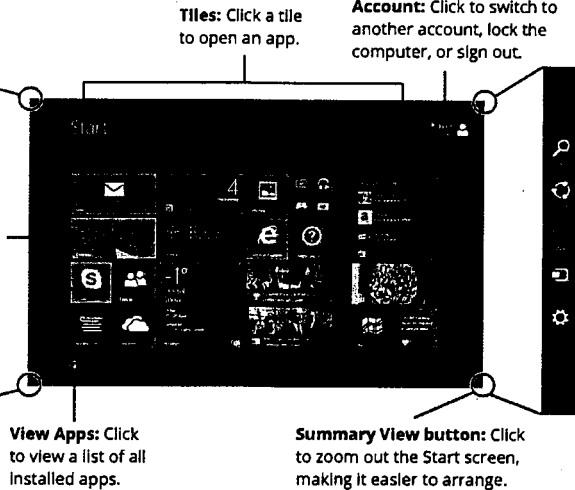
Interactive Learning

The Start Screen

Navigate Between Apps: Point here and then click the thumbnail () to quickly jump to another app. Or, point here, then move the cursor down the left side of the screen to view all open apps.

Desktop Tile: Click to return to traditional desktop view.

Start button: Point here and then click the Start button () to return to the Start screen from within an app or switch to the Desktop view.



Tiles: Click a tile to open an app.

Account: Click to switch to another account, lock the computer, or sign out.

View Apps: Click to view a list of all installed apps.

Summary View button: Click to zoom out the Start screen, making it easier to arrange.

Charms bar: Point to either corner on the right side of the screen to open the Charms bar, as shown here.
Click a charm button to begin working with common items and tasks.

Keyboard Shortcuts

Start Screen & Charms

Start screen or jump to previous app from Start Screen	
Charms bar	+ C
Sharing pane	+ H
Settings pane	+ I
Devices pane	+ K
Search Pane	+ S
Search within app	+ Q
Search files	+ F
Search settings and control panels	+ W
Jump to last app	+ TAB

Start Screen

- To Open the Start Screen:** Place your cursor in the lower left corner of the screen and click the Start screen icon. Or, view the Charms bar and click Start.
- To View the Charms Bar:** Place your cursor in the upper right or lower right corner of the window. Move the cursor towards the icons to make the buttons fully appear.
- To Zoom Out from the Start Screen:** Click the Summary View button in the bottom right corner of the screen.
- To Resize App Tile on the Start Screen:** Right-click a tile and click the **Resize button** that appears on the bottom bar. Select either **Large, Medium, Wide, or Small**.
- To Rearrange Tiles:** Tiles are organized into columns of related apps. Drag a tile to a new location in a column, or drag it between columns to start a new column.
- To Remove a Tile from the Start Screen:** Right-click the app and click the **Unpin from Start button** on the bottom bar.
- To Add a Tile to the Start Screen:** Right-click the app and click the **Pin to Start button** on the bottom bar.
- To Stop Updating an App's Live Tile:** Right-click an app's tile and click the **Turn live tile off button** on the bottom bar.
- To Search for Files or Settings:** Point to the top right corner of the screen, click the **Search button** on the Charms bar, and select either **Files or Settings**. Or, just start typing while on the Start screen.

Apps

- To Launch an App:** Click the app's tile on the Start screen or search for the app.
- To Search for an App:** On the Start screen, start typing the app's name. Or, point to the top right corner of the screen and click **Search** on the Charms bar.
- To View All Installed Apps:** Click the **View Apps button** in the bottom left corner of the screen.
- To Close an App:** Point to the top of the screen to make the hand icon appear. Click and drag the app off the bottom of the screen.
- To Jump to an Open App:** Place your cursor in the upper left corner of the screen and click the **thumbnail** that appears. To view all open apps, move your cursor from the corner down the left edge.
- To View App Commands:** Right-click while inside the app. A horizontal bar with options for the app appears at the bottom of the screen.
- To Install an App:** Install apps from the Windows Store, from media such as DVDs, or download them from the internet.
- To Uninstall an App:** Right-click the app and click **Uninstall** on the bottom bar.
- To View Multiple Apps at Once:** Open all desired apps. From within one app, place your cursor in the upper left corner of the screen. Click the **thumbnail** of another app and drag it down onto the left or right edge of the screen. Note that only high resolution displays will show more than two apps at once.

Basic Commands

Lock computer	+ L
Print	CTRL + P
File Explorer	+ E
Presentation mode	+ P
Move app one display to the left	+ PgUp
Move app one display to the right	+ PgDn
Snap app left	+ ←
Snap app right	+ →
Quick Link menu	+ X
Run dialog box	+ R
Close app	ALT + F4
Stop or Close current task	Esc

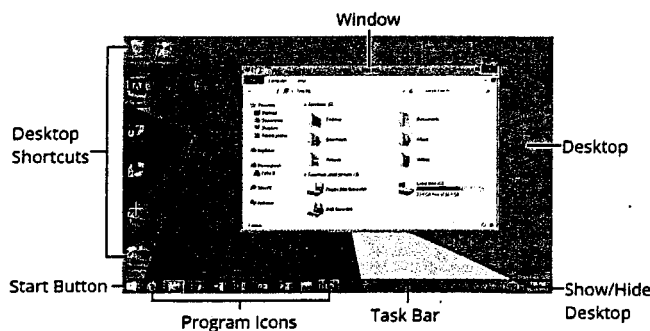
Desktop Shortcuts

Desktop	+ D
Maximize	+ ↑
Minimize/Restore	+ ↓
Switch between apps	+ TAB
Minimize all	+ M
Show/Hide Preview pane	ALT + P

Desktop

The Desktop is familiar from previous versions of Windows. Desktop applications like Microsoft Office, File Explorer, and the Control Panel run here. Use the same keystroke shortcuts, corner hotspots, and Charms bar you use in the Start screen to navigate the desktop.

- **To Use the Desktop:** From the Start screen, click the Desktop tile.
- **To Open a Program:** Click the Start button, click the View Apps button, and select a program.
- **To Create a Desktop Shortcut:** Click the Start button, click the View Apps button, right-click the program, and select Open File Location from the bottom bar. Right-click the program icon, click Send to, and then select Desktop (create shortcut). Note that this can not be done for built-in apps such as Weather, Calendar, or Xbox Music.
- **To Peek at Open Windows:** Point to a program icon on the taskbar. Point at the resulting thumbnail preview to peek at the window.
- **To Minimize All Other Windows:** Click the title bar of the window that you would like to stay open and quickly drag it from side to side. All other open windows will minimize.
- **To Compare Windows Side by Side:** Click and drag a window's title bar to the right side of the screen, and drag the other window to the left side of the screen.
- **To Maximize an Open Window:** Click and drag the window to the top of the screen. Or, click the Maximize/Restore button in the upper right corner of the title bar.
- **To Switch Between Windows:** Click the program icon on the task bar for the window that you would like to view
- **To Access the Control Panel:** Right click the Start button and select Control Panel.
- **To Pin a Program to the Taskbar:** Open the program you want to pin, right-click the program icon on the taskbar, and select Pin this program to task bar.



Settings and Personalization

- **To Personalize your PC:** Point to the upper or lower right corner of the screen, click the Settings button on the Charms bar, and select either Personalize or Personalization. Note that the personalization options are different depending on whether you are in the Start screen or the traditional Desktop.
- **To Change Other PC Settings:** Point to the upper or lower right corner of the screen, click the Settings button on the Charms bar, and select Change PC Settings.
- **To Change Settings of Apps:** Open the app. Point to the upper or lower right corner of the screen and click the Settings button on the Charms bar. App specific settings are displayed, such as changing preferences, finding help, and adding accounts.

Charms Bar



The Charms bar helps you quickly do the things you do most often. What you can do with buttons on the Charms bar changes, depending on if you're on the Desktop, the Start screen, or are using an app.

- **Search:** Click to search for anything on your computer. Search for a specific type of file, or search the entire computer.
- **Share:** Click to share things with other people—such as photos, documents, or links—without leaving the app.
- **Start:** Click to jump to the Start screen. If the Start screen is already displayed, return to the last app you were using, or switch to the traditional Desktop view.
- **Devices:** Click to use any device that's connected to your computer. For example, to print a file, to import images from a camera, or to manage a wireless device.
- **Settings:** Change settings, find help, and get info for your PC and apps here. Also find the most common PC settings: volume, brightness, notifications, power, network connection, and keyboard. Access additional settings such as personalization, users, notifications, ease of access, privacy, and much more by clicking Change PC Settings.

Search

- **To Search:** Point to the upper or lower right corner of the screen and click the Search button on the Charms bar. Enter the search term and press Enter. Or, just start typing while on the Start screen.
- **To Filter Results:** Select Everywhere, Settings, Files, Web Images, or Web Videos from the drop down menu.
- **To Get Help:** Point to the upper or lower right corner of the screen and click the Search button on the Charms bar, then type Help, and click Help and Support.

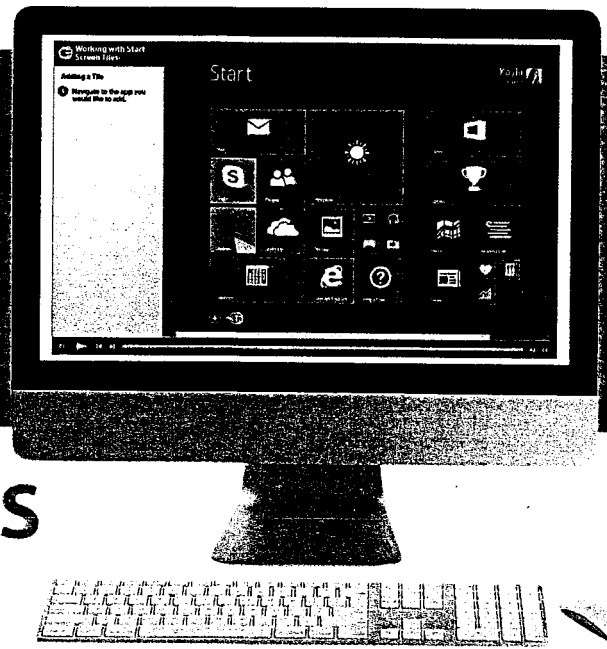
Maintenance

- **To Manage Open Apps:** Point to the upper left corner until a thumbnail appears, then move the mouse down. To close an app, right-click an app's thumbnail and select Close.
- **To Refresh your PC:** Point to the upper or lower right corner of the screen and click the Settings button on the Charms bar. Click Change PC Settings, click the Update and Recovery category and then select Recovery. Click Get started under the "Refresh your PC without affecting your files" heading. This is only available to system administrators.
- **To Shut Down your Computer:** Windows 8 goes into sleep mode when a laptop is closed, or the power button is pressed on a tablet. To turn your PC completely off, point to the upper or lower right corner of the screen and click the Settings button on the Charms bar. Then click Power and select Shut down. Or, right-click the Start button and select Shut down or sign out.
- **Windows Defender:** This free anti-virus program protects the computer from downloading viruses and other malware.



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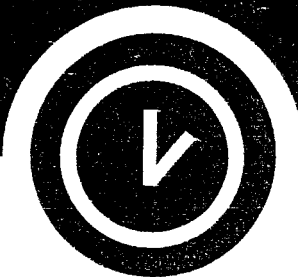


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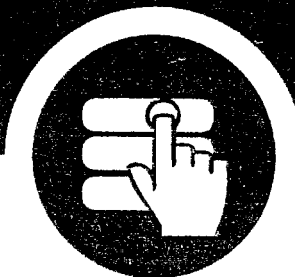


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Windows Explorer **Keystroke shortcuts**

Address bar
 Displays the location of the folder that is currently open.

Title bar
 Click and drag to move the window.

Search box
 Enter keywords to search the folder.

Details pane
 Displays details about selected files.

Toolbar
 Displays buttons and menus for common commands.

Navigation Pane
 Provides quick navigation to folders and files. Browse to favorite locations, libraries, homegroups, Computer, and the network.

General

Start menu	<Win>
My Computer	<Win> + <E>
Create new folder	<Ctrl> + <Shift> + <N>
Zoom	<Win> + <+>
Connect to projector	<Win> + <P>
Flip 3D	<Win> + <Tab>

Window management

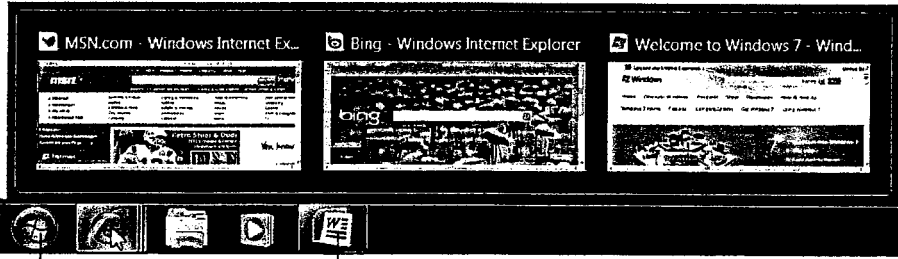
Peek at the desktop	<Win> + <Space>
Show/Hide desktop	<Win> + <D>
Minimize all windows	<Win> + <M>
Minimize other windows	<Win> + <Home>
Maximize	<Win> + <↑>
Minimize/Restore	<Win> + <↓>
Dock to left	<Win> + <←>
Dock to right	<Win> + <→>
Jump to left monitor	<Win> + <Shift> + <←>
Jump to right monitor	<Win> + <Shift> + <→>
Show/Hide Preview Pane	<Alt> + <P>
Bring all gadgets to the front	<Win> + <G>

Taskbar

Cycle through icons	<Win> + <T>
Open new instance	<Shift> + click
Launch program (# corresponds to pin order)	<Win> + <1-9>

- **To Search for a File or Program on the Computer:** Click the Start button, or press **<Win>**, and type a keyword for the file or program. Search results are displayed in the menu.
- **To Search for a File in a Folder or Library:** Open the folder or library you want to search. Click the Search box in the upper right corner of the window and enter keyword(s) for the file you want to find.
- **To Add a Search Filter:** After entering keywords in the Search box, select a filter from the list that appears.
- **To Add a Folder to a Library:** Open the library and click the **locations** link. Click the Add button. Select the folder and click **Include folder**.
- **To Create a New Library:** Open Computer and select Libraries in the Navigation pane. Click the **New library** button on the toolbar. Enter a name for the library press **<Enter>**. Double-click the library and select the folders you want to include.
- **To Change How Items are Displayed:** Click the **Change your view** button list arrow on the toolbar and select a view.
- **To Change Window Layout:** Click the **Organize** button on the toolbar, point to **Layout**, and select a layout option.
- **To Create a Folder:** Click the **New Folder** button on the toolbar. Type a name for the folder and press **<Enter>**.
- **To Use the Address Bar to Navigate:** Click a location on the Address bar to go to view it in the window. Click a location's list arrow to view and open subfolders within the location.
- **To Preview a File:** Click the **Preview Pane** button on the toolbar or press **<Alt> + <P>**. Select the file you want to preview.
- **To View a File or Folder's Properties:** Select the file or folder and view properties in the Details pane.

Windows Taskbar



Window preview: Point to the program icon on the taskbar. Click a preview thumbnail to view the window.

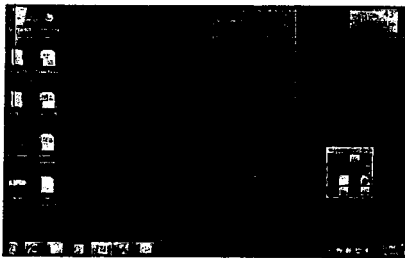
Show Desktop button: Point or click here to make open windows invisible.

Start button: Opens the Start menu.

Program icon: Click to open the program. Rearrange icons by clicking and dragging.

Notification area: The Action Center, clock, and other system icons are located here.

Aero



Aero Peek makes open windows invisible so you can view the gadgets and icons on the desktop.

- **To See Through Windows with Aero Peek:** Point to the Show Desktop button on the right edge of the taskbar or press <Win> + <Space>.
- **To View Open Windows with Aero Peek:** Point to the program icon on the taskbar that contains the file or window you want to view. Click the thumbnail preview to view the window.
- **To Minimize Other Windows with Aero Shake:** Click and drag a window's title bar quickly from side to side. Or, press <Win> + <Home>.
- **To Compare Windows Side by Side with Aero Snap:** Click and drag a window's title bar to the right side of the screen, and drag the other window to the left side of the screen. Or, press <Win> + <←> and <Win> + <→>.
- **To Maximize an Open Window with Aero Snap:** Click and drag the window's title bar to the top of the screen or, drag the bottom border of the window down to the taskbar. Or, press <Win> + <↑>.
- **To Flip through Windows with Flip 3D:** Press <Win> + <Tab>; continue to hold down the <Win> key while pressing <Tab> to scroll through the open windows.

Personalization

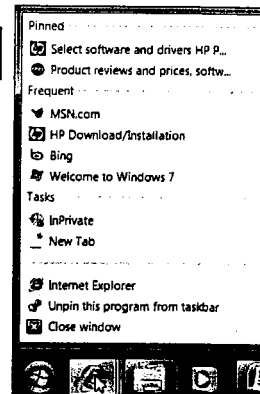
- **To Personalize Windows 7 Appearance and Sounds:** Right-click the desktop and select Personalize. The Personalization window appears. Click the appropriate links to personalize these settings:
- **Themes** – Change menus, icons, backgrounds and sounds all at once.
- **Desktop Background** – Choose built-in colors and pictures, or use your own. Select more than one picture to start a slide show.
- **Window Color** – Change window color and transparency.
- **Sounds** – Change which sounds play when you perform different tasks.
- **Screen Savers** – Adjust what it displays and when it appears.
- **Desktop Icons** – Add icons to the desktop, such as Computer and Network.
- **Mouse Pointers** – Change how the pointer looks and acts, reverse buttons.

Maintenance

- **To Defragment your Hard Disk:** Open the Computer window (click the Start button and select Computer). Right-click the disk you want to defragment and select Properties from the contextual menu. Click the Tools tab and click the Defragment now button.
- **To Use Disk Cleanup to Free Space on Your Hard Drive:** Open the Computer window (click the Start button and select Computer), right-click the hard disk, select Properties from the contextual menu and click the Disk Cleanup button.
- **To Uninstall a Program:** Click the Start button and select Control Panel. Click the Uninstall a program link under Programs. Select the program you wish to uninstall from your computer, and click the Uninstall button on the toolbar.

Jump Lists

Items at the top of the list are pinned to the program's jump list.



The Frequent section displays files or pages that have been frequently used.

Right-click an icon on the taskbar...

...to view the jump list for the program.

- Jump Lists are quick shortcuts to files and commands that a program uses frequently. The items that appear in a jump list change according to the program selected. For example, Internet Explorer displays frequently visited pages, Microsoft Word displays frequently opened documents.
- **To View a Jump List:** Right-click an icon on the Windows 7 taskbar. Or, click the list arrow next to a program icon in the Start menu.
- **To Pin a Program to the Taskbar:** Open the program you want to pin, right-click the program icon on the taskbar and select Pin this program to taskbar from the jump list.
- **To Pin an Item to the Jump List:** View the program jump list. Right-click the item you want to pin and select Pin to this list. Or, point to an item on the jump list and click the Pin to this list button.
- **To Remove an Item from the Jump List:** View the program jump list. Right-click an item that appears in the jump list and select Remove from this list from the contextual menu.

Gadgets

- **To Add Gadgets to the Desktop:** Right-click the desktop and select Gadgets from the contextual menu. Double-click the gadget you want to add to the desktop.
- **To View Gadgets:** Press <Win> + <G>. The gadgets on your desktop appear on top of the windows that are open.
- **To Remove a Gadget from the Desktop:** Point to a gadget and click the Close button that appears.
- **To Download New Gadgets:** Right-click the desktop and select Gadgets from the contextual menu. Click the Get more gadgets online link at the bottom of the window, click the Desktop gadgets tab, and click the Download button for the gadget you want to add.
- **To View a Gadget's Options:** Point at the gadget, then click the Options button to view and change settings for that gadget.

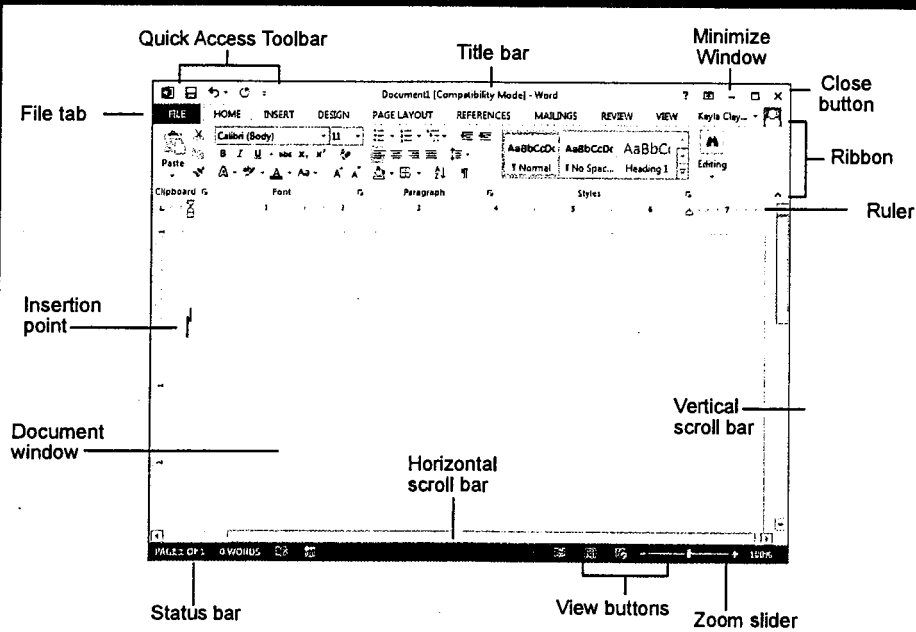
HomeGroup

- **To Join a Homegroup:** Before you begin, make sure you have the homegroup password. Click the Start button and select Control Panel. Click the Network and Internet link. Click the HomeGroup link and click Join Now. Complete the wizard and enter the homegroup password as prompted.
- **To Create a Homegroup:** Click the Start button and select Control Panel. Click the Network and Internet link. Click the HomeGroup link and click Create a homegroup. Complete the wizard to create the homegroup.

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 Cheat Sheets

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The Word 2013 Screen



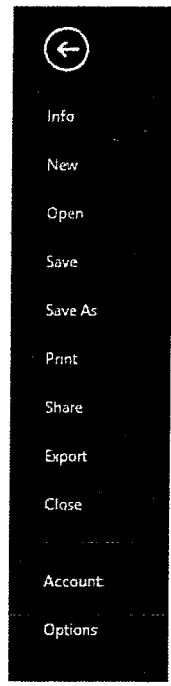
Keyboard Shortcuts

General	
Open a Document	Ctrl + O
Create New	Ctrl + N
Save a Document	Ctrl + S
Print a Document	Ctrl + P
Close a Document	Ctrl + W
Help	F1

Navigation:	
Up One Screen	Page Up
Down One Screen	Page Down
Beginning of Line	Home
End of Line	End
Beginning of Document	Ctrl + Home
End of Document	Ctrl + End
Open the Go To dialog box	F5

The Fundamentals

- The **File** tab menu and Backstage view contain commands for working with a program's files, such as Open, Save, Close, New, and Print.
 - To Create a New Document:** Click the **File** tab, select **New**, select a template and click the **Create** button. Or, press **Ctrl + N**.
 - To Open a Document:** Click the **File** tab and select **Open**, or press **Ctrl + O**.
 - To Save a Document:** Click the **Save** button on the Quick Access Toolbar, or press **Ctrl + S**.
 - To Save a Document with a Different Name:** Click the **File** tab, select **Save As** and enter a new name for the document.
 - To Preview a Document:** Click the **File** tab and select **Print**, or press **Ctrl + P**.
 - To Print a Document:** Click the **File** tab and select **Print**, or press **Ctrl + P**.
 - To View Advanced Printing Options:** Click the **File** tab and select **Print**. Select from the options under **Settings**.
 - To Undo:** Click the **Undo** button on the Quick Access Toolbar, or press **Ctrl + Z**.
- To Move Text with the Mouse:** Highlight the text you want to move, drag the text to a new location, and release the mouse button.
- To Replace Text:** Click the **Replace** button in the **Editing** group on the **Home** tab. Or, press **Ctrl + H**.
- To Close a Document:** Click the **Close** button, or press **Ctrl + W**.
- To Correct a Spelling Error:** Right-click the error and select a correction from the contextual menu. Or, press **F7** to run the Spell Checker.
- To Use the Thesaurus:** Right-click the word you want to look up and select **Synonyms** from the contextual menu. Select a word or select **Thesaurus** to search the Thesaurus.
- To Minimize the Ribbon:** Click the **Minimize Ribbon** button on the Ribbon. Or, press **Ctrl + F1**. Or, double-click a tab. Or, right-click a tab and select **Unpin the Ribbon** from the contextual menu.
- To Change Program Settings:** Click the **File** tab and click the **Options** button.
- To Get Help:** Press **F1** to open the Help window. Type your question and press **Enter**.




Editing	
Cut	Ctrl + X
Copy	Ctrl + C
Paste	Ctrl + V
Undo	Ctrl + Z
Redo or Repeat	Ctrl + Y




Formatting	
Bold	Ctrl + B
Italics	Ctrl + I
Underline	Ctrl + U
Align Left	Ctrl + L
Center	Ctrl + E
Align Right	Ctrl + R
Justify	Ctrl + J

Text Selection	
To Select:	Do This:
A Word	Double-click the word
A Sentence	Press and hold Ctrl and click anywhere in the sentence
A Line	Click in the selection bar next to the line
A Paragraph	Triple-click the paragraph
Everything	Ctrl + A






Navigation

- **To Open the Navigation Pane:** Click the **Find** button in the Editing group on the Home tab. Or, press **Ctrl + F**.
- **To Search for a Word or Phrase:** Click the **Search** box, type the word or phrase.
- **To Search for Graphics, Tables, Equations, or Comments:** Click the  **Magnifying Glass** and select an option from the list. Click the **Search** box, enter the information you are searching for, and press **Enter**.
- **To View Search Results:** Click **Results** in the Navigation Pane.
- **To View a Document's Headings:** Browse **Headings** in your document tab.
- **To View a Document's Pages:** Browse **Pages** in your document tab.



Styles

- **To Apply a Style:** Select the text to which you want to apply the style and select the style you want to use from the Styles Gallery in the Styles group on the Home tab.
- **To Apply a Document Theme:** Click the **Themes** button in the Document Formatting group on the Design tab of the Ribbon and select a theme.
- **To View All Available Styles:** Click the  **Dialog Box Launcher** in the Styles group on the Home tab.
- **To Change a Style Set:** Look through styles by clicking the  **Change Styles** button in the Styles group on the Home tab and choose the Style Set.
- **To Create a Style:** Select the text that contains the formatting of the new style, right-click the text, and click on **Styles**. Select **Create a Style** from the contextual menu and **Save Selection as a New Quick Style**, enter a name for the style, and click **OK**.
- **To Check Your Styles:** Select the text you wish to check. Click the **Dialog Box Launcher** in the Styles group on the Home tab of the Ribbon. Click the  **Style Inspector** button in the Styles task pane.


Formatting

- **To Format Text:** Use the commands in the Font group on the Home tab, or click the **Dialog Box Launcher** in the Font group to open the dialog box.
- **To Copy Formatting with the Format Painter:** Select the text with the formatting you want to copy and click the  **Format Painter** button in the Clipboard group on the Home tab. Then, select the text you want to apply the copied formatting to.
- **To Indent a Paragraph:** Click the  **Increase Indent** button in the Paragraph group on the Home tab.
- **To Decrease an Indent:** Click the  **Decrease Indent** button in the Paragraph group on the Home tab.
- **To Create a Bulleted or Numbered List:** Select the paragraphs you want to bullet or number and click the  **Bullets** or  **Numbering** button in the Paragraph group on the Home tab.
- **To Change Page Orientation:** Click the **Page Layout** tab on the Ribbon, click the **Orientation** button in the Page Setup group, and select an option from the list.
- **To Insert a Header or Footer:** Click the **Insert** tab on the Ribbon and click the **Header** or **Footer** button in the Header & Footer group.
- **To Insert a Manual Page Break:** Click the **Insert** tab on the Ribbon and click the **Page Break** button in the Pages group.

Editing

- **To Cut or Copy Text:** Select the text you want to cut or copy and click the  **Cut** or  **Copy** button in the Clipboard group on the Home tab.
- **To Paste Text:** Place the insertion point where you want to paste and click the **Paste** button in the Clipboard group on the Home tab.
- **To Preview an Item Before Pasting:** Place the insertion point where you want to paste, click the **Paste** button list arrow in the Clipboard group on the Home tab, and hold your mouse over the option you'd like to preview.
- **To Insert a Comment:** Select the text where you want to insert a comment and click the **Review** tab on the Ribbon. Click the **New Comment** button in the Comments group. Type a comment, then click outside the comment text box.
- **To Delete a Comment:** Select the comment, click the **Review** tab on the Ribbon, and click the **Delete Comment** button in the Comments group.

Drawing and Graphics

- **To Insert a Clip Art Graphic:** Click the **Insert** tab on the Ribbon and click the **Online Pictures** button in the Illustrations group. Type the name of what you're looking for in the Office.com Clip Art field and press **Enter**.
- **To Insert a Picture:** Click the **Insert** tab on the Ribbon and click the **Pictures** button in the Illustrations group. Find and select the picture you want to insert and click **Insert**.
- **To Insert a Screenshot:** Click the **Insert** tab on the Ribbon and click the **Take a Screenshot** button in the Illustrations group. Select an available window from the list, or select the **Screen Clipping** option to take a screen clip.
- **To Draw a Shape:** Click the **Insert** tab on the Ribbon. Click the **Shapes** button in the Illustrations group, and select the shape you want to insert. Then, click and drag where you want the shape located. Hold down the **Shift** key while you drag to draw a perfectly proportioned shape or straight line.
- **To Insert WordArt:** Click the **Insert** tab on the Ribbon, click the **WordArt** button in the Text group, and select a design from the WordArt Gallery. Type your text. If necessary, click the text box and drag it to the desired position.
- **To Insert SmartArt:** Click the **Insert** tab on the Ribbon, click the **SmartArt** button in the Illustrations group, select a layout, and click **OK**.
- **To Adjust Text Wrapping:** Double-click the object, click the **Wrap Text** button in the Arrange group on the Page Layout tab, and select an option from the list.
- **To Resize an Object:** Click the object to select it, click and drag one of its sizing handles () and release the mouse button when the object reaches the desired size. Hold down the **Shift** key while dragging to maintain the object's proportions while resizing it.
- **To Format an Object:** Double-click the object and use the commands located on the Format tab.
- **To Delete an Object:** Select the object and press the **Delete** key.

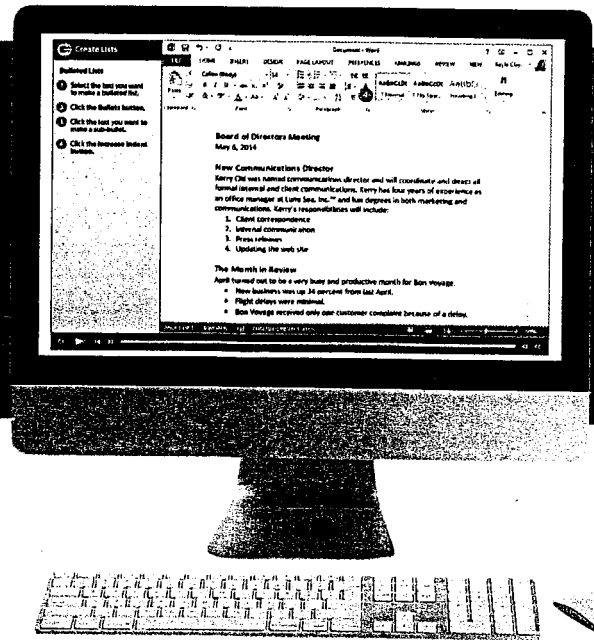
Tables

- **To Insert a Table:** Click the **Insert** tab on the Ribbon, click the **Table** button in the Tables group, and select **Insert Table** from the menu.
- **To Insert a Column or Row:** Click the **Layout** tab under Table Tools on the Ribbon and use the commands located in the Rows & Columns group.
- **To Delete a Column or Row:** Select the column or row you want to delete, click the **Layout** tab under Table Tools on the Ribbon, click the **Delete** button in the Rows & Columns group, and select an appropriate option from the menu.
- **To Adjust Column Width or Row Height:** Select the column or row you want to adjust, click the **Layout** tab under Table Tools on the Ribbon, and use the commands located in the Cell Size group.



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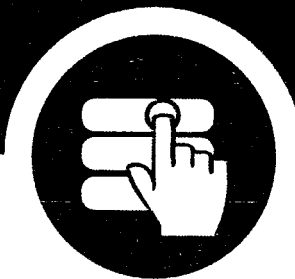
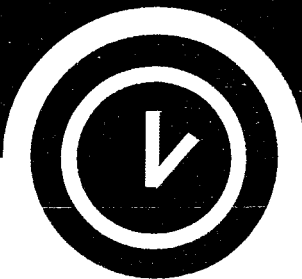


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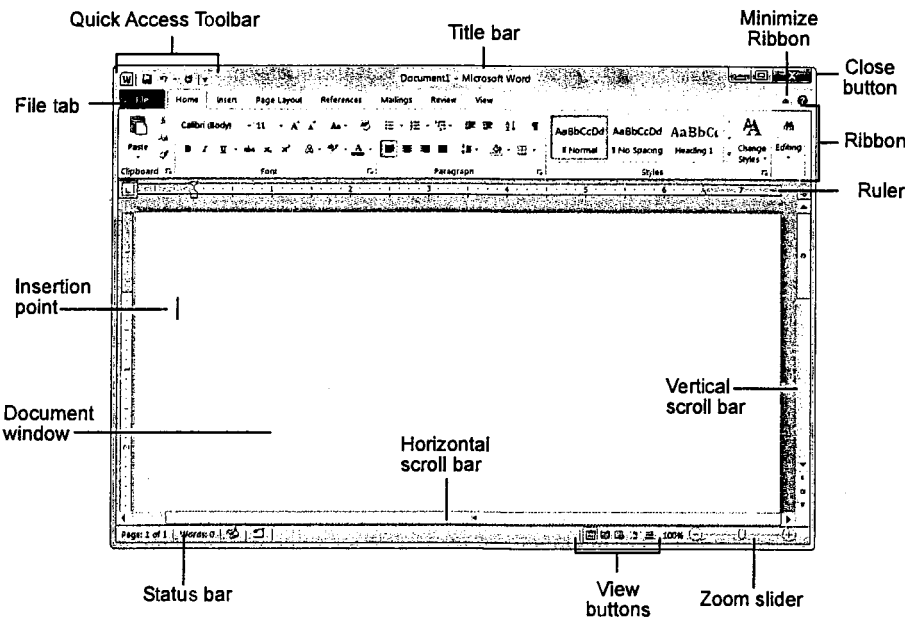
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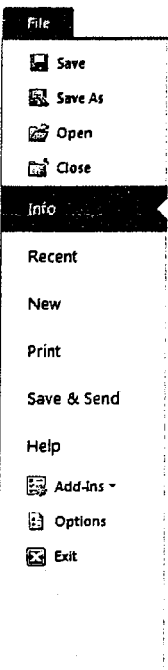
Keyboard Shortcuts

General	
Open a Document	<Ctrl> + <O>
Create New	<Ctrl> + <N>
Save a Document	<Ctrl> + <S>
Print a Document	<Ctrl> + <P>
Close a Document	<Ctrl> + <W>
Help	<F1>

Navigation:	
Up One Screen	<Page Up>
Down One Screen	<Page Down>
Beginning of Line	<Home>
End of Line	<End>
Beginning of Document	<Ctrl> + <Home>
End of Document	<Ctrl> + <End>
Open the Go To dialog box	<F5>

The Fundamentals

The File tab menu and Backstage view contain commands for working with a program's files, such as Open, Save, Close, New, and Print.



- **To Create a New Document:** Click the File tab, click the New tab, and click the Create button. Or, press <Ctrl> + <N>.
- **To Open a Document:** Click the File tab and click the Open button, or press <Ctrl> + <O>.
- **To Save a Document:** Click the Save button on the Quick Access Toolbar, or press <Ctrl> + <S>.
- **To Save a Document with a Different Name:** Click the File tab, click the Save As button, and enter a new name for the document.
- **To Preview a Document:** Click the File tab and click the Print tab, or press <Ctrl> + <P>.
- **To Print a Document:** Click the File tab and click the Print tab, or press <Ctrl> + <P>.
- **To View Advanced Printing Options:** Click the File tab and click the Print tab. Select from the options under Settings.
- **To Undo:** Click the Undo button on the Quick Access Toolbar, or press <Ctrl> + <Z>.
- **To Move Text with the Mouse:** Select the text you want to move, drag the text to a new location, and release the mouse button.
- **To Replace Text:** Click the Replace button in the Editing group on the Home tab. Or, press <Ctrl> + <H>.
- **To Close a Document:** Click the Close button, or press <Ctrl> + <W>.
- **To Correct a Spelling Error:** Right-click the error and select a correction from the contextual menu. Or, press <F7> to run the Spell Checker.
- **To Use the Thesaurus:** Right-click the word you want to look up and select Synonyms from the contextual menu. Select a word or select Thesaurus to search the Thesaurus.
- **To Minimize the Ribbon:** Click the Minimize Ribbon button on the Ribbon. Or, press <Ctrl> + <F1>. Or, double-click a tab. Or, right-click a tab and select Minimize the Ribbon from the contextual menu.
- **To Change Program Settings:** Click the File tab and click the Options button.
- **To Get Help:** Press <F1> to open the Help window. Type your question and press <Enter>.

Editing	
Cut	<Ctrl> + <X>
Copy	<Ctrl> + <C>
Paste	<Ctrl> + <V>
Undo	<Ctrl> + <Z>
Redo or Repeat	<Ctrl> + <Y>

Formatting	
Bold	<Ctrl> +
Italics	<Ctrl> + <I>
Underline	<Ctrl> + <U>
Align Left	<Ctrl> + <L>
Center	<Ctrl> + <E>
Align Right	<Ctrl> + <R>
Justify	<Ctrl> + <J>

Text Selection	
To Select:	Do This:
A Word	Double-click the word
A Sentence	Press and hold <Ctrl> and click anywhere in the sentence
A Line	Click in the selection bar next to the line
A Paragraph	Triple-click the paragraph
Everything	<Ctrl> + <A>

Navigation

- **To Open the Navigation Pane:** Click the Find button in the Editing group on the Home tab. Or, press <Ctrl> + <F>.
- **To Search for a Word or Phrase:** Click the Search box, type the word or phrase, and press <Enter>.
- **To Search for Graphics, Tables, Equations, or Comments:** Click the Magnifying Glass and select an option from the list. Click the Search box, enter the information you are searching for, and press <Enter>.
- **To View Search Results:** Click the Browse the results from your current search tab of the Navigation Pane.
- **To View a Document's Headings:** Click the Browse the headings in your document tab.
- **To View a Document's Pages:** Click the Browse the pages in your document tab.

Styles

- **To Apply a Style:** Select the text to which you want to apply the style and select the style you want to use from the Styles Gallery in the Styles group on the Home tab.
- **To Apply a Document Theme:** Click the Themes button in the Themes group on the Page Layout tab of the Ribbon and select a theme.
- **To View All Available Styles:** Click the Dialog Box Launcher in the Styles group on the Home tab.
- **To Change a Style Set:** Click the Change Styles button in the Styles group on the Home tab and select Style Set from the menu. Select the Style Set you wish to use.
- **To Create a Style:** Select the text that contains the formatting of the new style, right-click the text, and select Styles from the contextual menu. Select Save Selection as a New Quick Style from the contextual menu, enter a name for the style, and click OK.
- **To Check Your Styles:** Select the text you wish to check. Click the Dialog Box Launcher in the Styles group on the Home tab of the Ribbon. Click the Style Inspector button in the Styles task pane.

Formatting

- **To Format Text:** Use the commands in the Font group on the Home tab, or click the Dialog Box Launcher in the Font group to open the Font dialog box.
- **To Copy Formatting with the Format Painter:** Select the text with the formatting you want to copy and click the Format Painter button in the Clipboard group on the Home tab. Then, select the text you want to apply the copied formatting to.
- **To Indent a Paragraph:** Click the Increase Indent button in the Paragraph group on the Home tab.
- **To Decrease an Indent:** Click the Decrease Indent button in the Paragraph group on the Home tab.
- **To Create a Bulleted or Numbered List:** Select the paragraphs you want to bullet or number and click the Bullets or Numbering button in the Paragraph group on the Home tab.
- **To Change Page Orientation:** Click the Page Layout tab on the Ribbon, click the Orientation button in the Page Setup group, and select an option from the list.
- **To Insert a Header or Footer:** Click the Insert tab on the Ribbon and click the Header or Footer button in the Header & Footer group.
- **To Insert a Manual Page Break:** Click the Insert tab on the Ribbon and click the Page Break button in the Pages group.

Editing

- **To Cut or Copy Text:** Select the text you want to cut or copy and click the Cut or Copy button in the Clipboard group on the Home tab.
- **To Paste Text:** Place the insertion point where you want to paste and click the Paste button in the Clipboard group on the Home tab.
- **To Preview an Item Before Pasting:** Place the insertion point where you want to paste, click the Paste button list arrow in the Clipboard group on the Home tab, and select a preview option to view the item.
- **To Insert a Comment:** Select the text where you want to insert a comment and click the Review tab on the Ribbon. Click the New Comment button in the Comments group. Type a comment, then click outside the comment text box.
- **To Delete a Comment:** Select the comment, click the Review tab on the Ribbon, and click the Delete Comment button in the Comments group.

Drawing and Graphics

- **To Insert a Clip Art Graphic:** Click the Insert tab on the Ribbon and click the Clip Art button in the Illustrations group. Type the name of what you're looking for in the "Search for" box and press <Enter>.
- **To Insert a Picture:** Click the Insert tab on the Ribbon and click the Picture button in the Illustrations group. Find and select the picture you want to insert and click Insert.
- **To Insert a Screenshot:** Click the Insert tab on the Ribbon and click the Screenshot button in the Illustrations group. Select an available window from the list, or select the Screen Clipping option to take a screen clip.
- **To Draw a Shape:** Click the Insert tab on the Ribbon, click the Shapes button in the Shapes group, and select the shape you want to insert. Then, click where you want to draw the shape and drag until the shape reaches the desired size. Hold down the <Shift> key while you drag to draw a perfectly proportioned shape or straight line.
- **To Insert WordArt:** Click the Insert tab on the Ribbon, click the WordArt button in the Text group, and select a design from the WordArt Gallery. Click the text box and enter your text. If necessary, click the text box and drag it to the desired position.
- **To Insert SmartArt:** Click the Insert tab on the Ribbon, click the SmartArt button in the Illustrations group, select a layout, and click OK.
- **To Adjust Text Wrapping:** Double-click the object, click the Wrap Text button in the Arrange group on the Format tab, and select an option from the list.
- **To Resize an Object:** Click the object to select it, click and drag one of its sizing handles (○), and release the mouse button when the object reaches the desired size. Hold down the <Shift> key while dragging to maintain the object's proportions while resizing it.
- **To Format an Object:** Double-click the object and use the commands located on the Format tab.
- **To Delete an Object:** Select the object and press the <Delete> key.

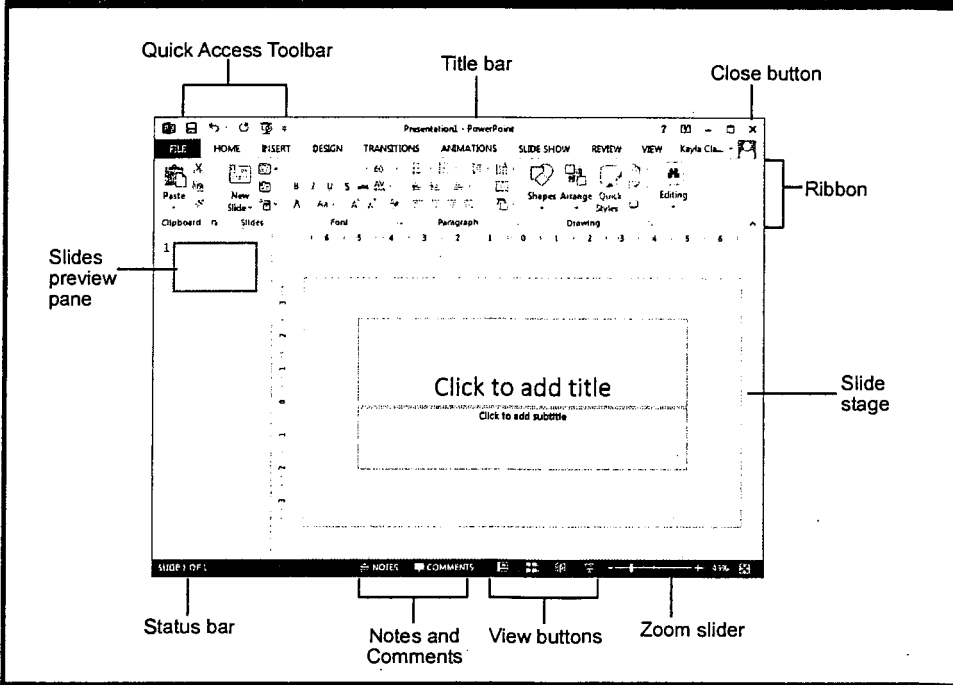
Tables

- **To Insert a Table:** Click the Insert tab on the Ribbon, click the Table button in the Tables group, and select Insert Table from the menu.
- **To Insert a Column or Row:** Click the Layout tab under Table Tools on the Ribbon and use the commands located in the Rows & Columns group.
- **To Delete a Column or Row:** Select the column or row you want to delete, click the Layout tab under Table Tools on the Ribbon, click the Delete button in the Rows & Columns group, and select an appropriate option from the menu.
- **To Adjust Column Width or Row Height:** Select the column or row you want to adjust, click the Layout tab under Table Tools on the Ribbon, and use the commands located in the Cell Size group.

PowerPoint 2013

Cheat Sheets

The PowerPoint 2013 Screen



Keyboard Shortcuts

General

Open a Presentation	Ctrl + O
Create New	Ctrl + N
Save a Presentation	Ctrl + S
Print a Presentation	Ctrl + P
Close a Presentation	Ctrl + W
Insert a New Slide	Ctrl + M
Help	F1

Editing

Cut	Ctrl + X
Copy	Ctrl + C
Paste	Ctrl + V
Undo	Ctrl + Z
Redo or Repeat	Ctrl + Y
Find	Ctrl + F
Replace	Ctrl + H
Select All	Ctrl + A

The Fundamentals

- The **File** tab menu and Backstage view contain commands for working with a program's files, including New, Open, Save, Print and Close.



- Info
- New
- Open
- Save
- Save As
- Print
- Share
- Export
- Close
- Account
- Options

- To Create a New Presentation:** Click the **File** tab, click **New**. Or, press **Ctrl + N**.
- To Open a Presentation:** Click the **File** tab and click **Open**, or press **Ctrl + O**.
- To Save a Presentation:** Click the **Save** button on the Quick Access Toolbar, or press **Ctrl + S**.
- To Save a Presentation with a Different Name:** Click the **File** tab, click **Save As**, enter a new name for the presentation, and click **Save**.
- To Preview and Print a Presentation:** Click the **File** tab and click **Print**, or press **Ctrl + P**.
- To Close a Presentation:** Click the **File** tab and click **Close**, or press **Ctrl + W**.
- To Get Help:** Press **F1** to open the Help window. Type your question and press **Enter**.
- To Exit PowerPoint:** Click the **File** tab and click **Exit**.

Slides

- To Insert a New Slide:** Click the **Home** tab and click **New Slide** in the Slides group, or press **Ctrl + M**.
- To Change the Slide Layout:** Click the **Home** tab, click the **Layout** button in the Slides group, and select a layout.
- To Return a Slide to its Default Settings:** Click the **Home** tab and click the **Reset** button in the Slides group.
- To Apply a Document Theme:** Click the **Design** tab on the Ribbon, click the **More** button in the Themes group, and select a theme from the gallery.
- To View the Slide Master:** Click the **View** tab on the Ribbon, click the **Slide Master** button in the Master Views group, and click the **Slide Master**.
- To Insert a Header or Footer:** Click the **Insert** tab on the Ribbon and click the **Header & Footer** button in the Text group. Select the option(s) that you want and click **Apply** or **Apply to All**.
- To Add a Section:** Click the **Home** tab on the Ribbon, click the **Section** button in the Slides group, and click **Add Section**.

Navigation—Go To:

The Next Slide	Spacebar
The Previous Slide	Backspace













Slide Show Delivery

Begin Slide Show	F5
Resume Slide Show	Shift + F5
End Slide Show	Esc
Jump to Slide	Slide # + Enter
Toggle Screen Black	B
Toggle Screen White	W
Pause Show	S
Show/Hide Pointer	A
Change Arrow to Pen	Ctrl + P
Change Pen to Arrow	Ctrl + A
Erase Doodles	E

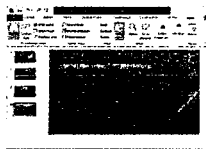
Formatting


Bold	Ctrl + B
Italics	Ctrl + I
Align Left	Ctrl + L
Center	Ctrl + E
Justify	Ctrl + J

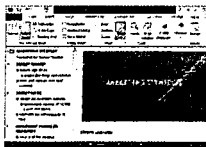
Formatting


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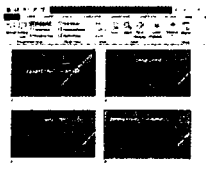
Views




 **Normal view:** This is the default view in PowerPoint 2013. Normal view includes the Slide pane and Notes pane.




 **Outline view:** This view focuses on content. You can use this for adjusting text structure or adding a large amount of text.




 **Slide Sorter view:** Displays all the slides in the presentation on one screen. Use Slide Sorter view to rearrange the order of slides or add transition effects between slides.




 **Notes Page view:** Displays all presentation slides in a print layout with your notes beneath.




 **Reading View:** Similar to Slide Show view, it displays the presentation in a window with simple controls, making it easy to review.





 **Slide Show view:** Displays the presentation as an electronic slide show. Whenever you deliver a presentation in front of an audience, Slide Show view is the view to use.


Images, Multimedia, and Objects

- **To Insert a Picture:** Click the **Insert** tab on the Ribbon and click the **Picture** button in the Images group. Find the picture you want to insert and click **Insert**.
- **To Insert a Clip Art Graphic:** Click the **Insert** tab on the Ribbon and click the **Online Pictures** button in the Illustrations group. Type the name of what you're looking for in the Office.com Clip Art field and press **Enter**.
- **To Insert a Video file:** Click the **Insert** tab on the Ribbon and click the **Video** button in the Media group and click **Video On My PC**. Find the video you want to insert and click **Insert**.
- **To Insert a Video from the Web:** Click the **Insert** tab on the Ribbon, click the **Video** button list arrow in the Media group, and select **Online Video**. Search for videos on the web, select your choice, and click **Insert**.
- **To Insert an Audio clip:** Click the **Insert** tab on the Ribbon, click the **Audio** button list arrow in the Media group, and select **Audio On My PC** or **Online Audio**. Find the audio clip that you want to insert and click **Insert**.
- **To Draw a Shape:** Click the **Insert** tab on the Ribbon, click the **Shapes** button in the Illustrations group, and select the shape you want to insert. Then, click where you want to draw the shape and drag until the shape reaches the desired size. Hold down the **Shift** key while you drag to draw a perfectly proportioned shape or straight line.
- **To Insert SmartArt:** Click the **Insert** tab on the Ribbon and click the **SmartArt** button in the Illustrations group. Select the SmartArt you want to insert and click **OK**.
- **To Format an Object:** Double-click the object and use the commands located on the **Format** tab.
- **To Move an Object:** Click the object and drag it to a new location. Release the mouse button when you're finished.
- **To Resize an Object:** Click the object to select it, click and drag one of its sizing handles () , and release the mouse button when the object reaches the desired size. Hold down the **Shift** key while dragging to maintain the object's proportions while resizing it.
- **To Delete an Object:** Select the object and press the **Delete** key.

Transitions and Animation Effects

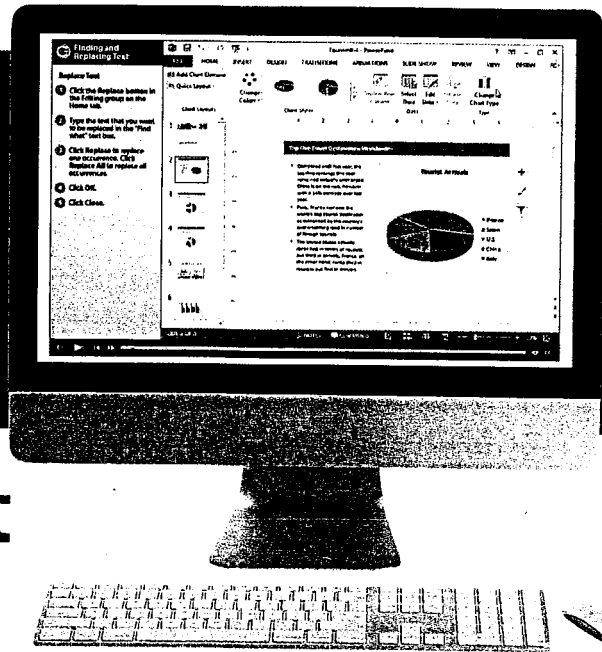
- **To Add a Slide Transition:** Navigate to the slide you want to add a transition to. Click the **Transitions** tab on the Ribbon, click the  **More** button in the Transition to This Slide group, and select a transition effect.
- **To Add an Animation Effect to an Object:** Select the object that you want to animate, click the **Animations** tab on the Ribbon. Click the  **More** button in the Animation group, and select an animation effect.
- **To Copy Animation Effects from One Object to Another:** Select the object with the animation effect you want to copy, click the **Animations** tab on the Ribbon, and click the **Animation Painter** button in the Advanced Animation group. Then, click the object you want to apply the copied animation effect to.

Slide Show Delivery

- **To Present a Slide Show:** Click the  **Slide Show** button on the status bar, or press F5.
- **To Use the Laser Pointer:** In Slide Show view, press and hold down the **Ctrl** key while clicking and holding the **left mouse button**.
- **To Use the Pen:** In Slide Show view, press **Ctrl + P** and then draw on the screen. Press **Ctrl + A** to switch back to the arrow pointer. Press **E** to erase your doodles.
- **To Advance to the Next Slide:** Press **Spacebar**. Or, click the **left mouse button**.
- **To Go Back to the Previous Slide:** Press **Backspace** or **Page Up**.
- **To Add Slide Timings:** Click the **Slide Show** tab on the Ribbon and click the **Rehearse Timings** button in the Set Up group. Navigate through the presentation, pausing on each slide for the amount of time you wish to display it during your show. Click **Yes** to save your timings.
- **To End a Slide Show:** Press **Esc**.

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Try Interactive Training



Free PowerPoint Course!

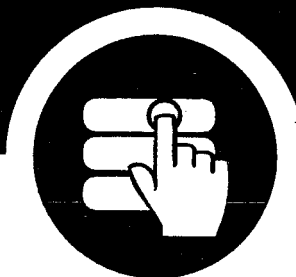
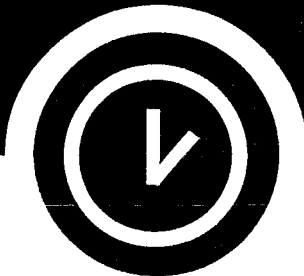


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Short

Interactive

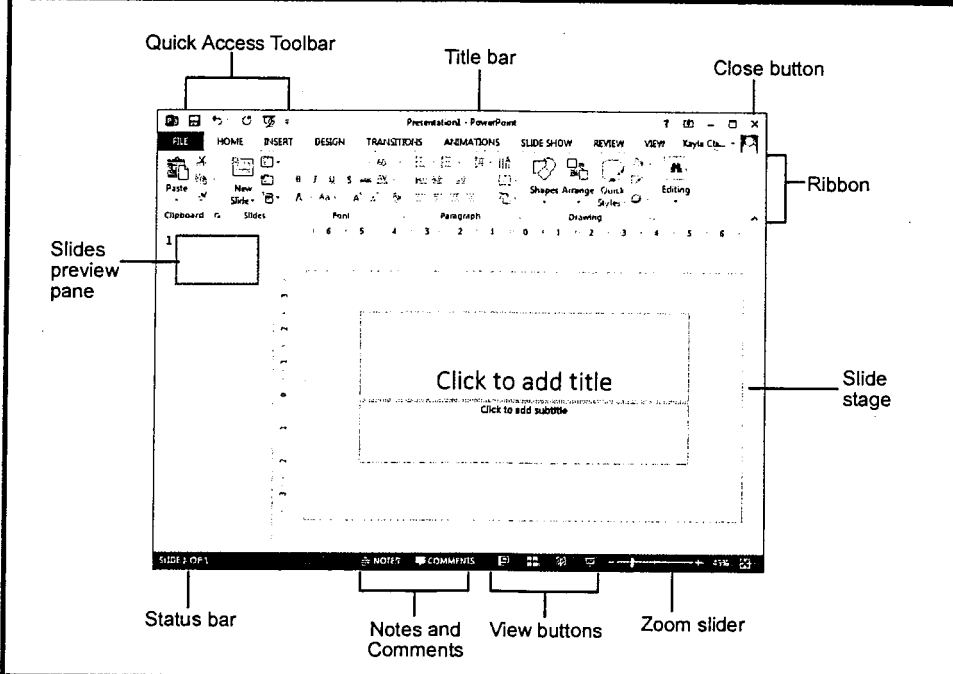
Fun



PowerPoint 2013

Cheat Sheets

The PowerPoint 2013 Screen Keyboard Shortcuts



General	
Open a Presentation	Ctrl + O
Create New	Ctrl + N
Save a Presentation	Ctrl + S
Print a Presentation	Ctrl + P
Close a Presentation	Ctrl + W
Insert a New Slide	Ctrl + M
Help	F1

Editing	
Cut	Ctrl + X
Copy	Ctrl + C
Paste	Ctrl + V
Undo	Ctrl + Z
Redo or Repeat	Ctrl + Y
Find	Ctrl + F
Replace	Ctrl + H
Select All	Ctrl + A

The Fundamentals Slides

- The File tab menu and Backstage view contain commands for working with a program's files, including New, Open, Save, Print and Close.
- To Create a New Presentation:** Click the File tab, click New. Or, press Ctrl + N.
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- To Save a Presentation:** Click the Save button on the Quick Access Toolbar, or press Ctrl + S.
- To Save a Presentation with a Different Name:** Click the File tab, click Save As, enter a new name for the presentation, and click Save.
- To Preview and Print a Presentation:** Click the File tab and click Print, or press Ctrl + P.
- To Close a Presentation:** Click the File tab and click Close, or press Ctrl + W.
- To Get Help:** Press F1 to open the Help window. Type your question and press Enter.
- To Exit PowerPoint:** Click the File tab and click Exit.















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Navigation—Go To:	
The Next Slide	Spacebar
The Previous Slide	Backspace

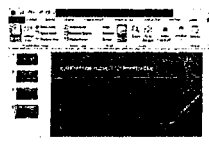
Slide Show Delivery	
Begin Slide Show	F5
Resume Slide Show	Shift + F5
End Slide Show	Esc
Jump to Slide	Slide # + Enter
Toggle Screen Black	B
Toggle Screen White	W
Pause Show	S
Show/Hide Pointer	A
Change Arrow to Pen	Ctrl + P
Change Pen to Arrow	Ctrl + A
Erase Doodles	E


Formatting	
Bold	Ctrl + B
Italics	Ctrl + I
Align Left	Ctrl + L
Center	Ctrl + E
Justify	Ctrl + J

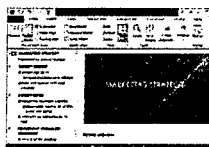
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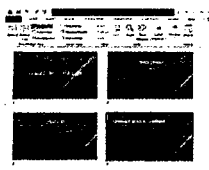
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Transitions and Animation Effects

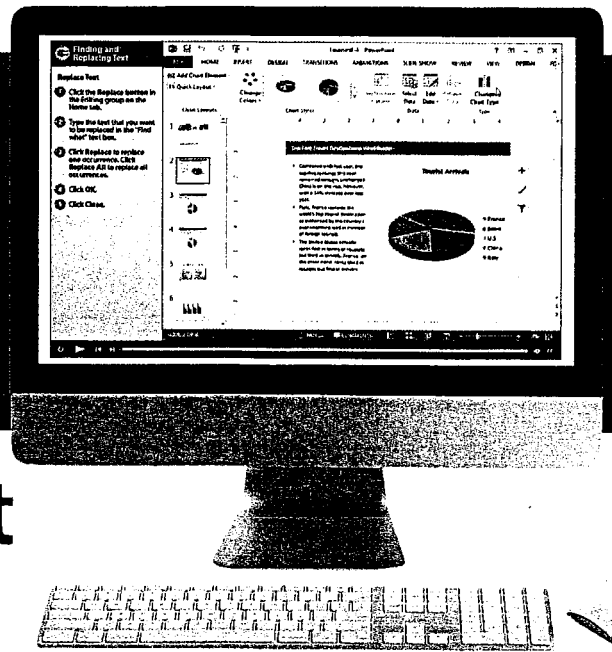
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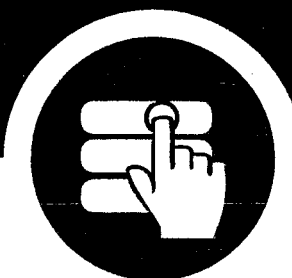
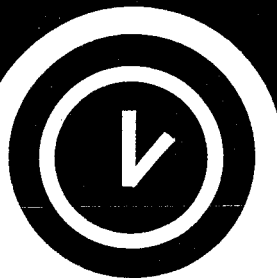


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Training Course Layout/Work-plan

Overview

When good content is matched with an appropriate design, even the most complex documents become appealing, credible, and easy to read. In fact, studies have shown that using the right design elements can have a positive impact on how well readers understand the material.

We have designed this planning tool to guide staff through the process of developing training material. It provides descriptions of each step in the process as well as guidelines for setting our production timeline. It assumes you will be creating a document of average length (e.g., 4 to 100 pages). The process and timeline may differ for very short or very long documents.

Once you have developed a document's basic content, the publication development process generally proceeds in two stages:

- I. The **draft stage**—all participants have input on all aspects of the project: Planning, Content Development, Draft Layout and a Preliminary Review
- II. The **final stage**—the final layout incorporates the final text and images; the materials are sent to the printer: Final Layout, Final Review, Printing, and After Printing

Review all of the steps in this document before beginning the process. Some stages—such as content development and initial design—may overlap, so take all steps into consideration. Careful planning and follow-up help ensure that the process goes as well as possible.

Project Details

Start the production process by providing the basic project information.

Project title: _____

Project lead (primary contact and decision maker): _____

Graphics lead (primary graphics contact): _____

Date: _____ Project Code: _____



Publications Development Process

I. Draft Stage

Planning	
Step 1	Description
Planning meeting	<p>It's important to start this process out on the right foot. Begin by having the project lead arrange a meeting with key project, editorial, and graphics staff to discuss:</p> <ul style="list-style-type: none"> • goals and priorities • audience • dissemination plans • translation plans • timeline • budget/printing options <p>The project team should bring sample designs if they have a particular style in mind.</p>

Content Development				
Step 2	Description	Est. Timeline	Date Due	Staff Lead
Draft text	Author(s) plans and prepares draft text. If multiple authors provide material, the project lead must compile text.	Varies		
Word processing	Support person cleans up text per accepted style manual.	Varies		
Editing	An editor usually ensures that the document is well organized, clear, and cohesive, and that it fulfills readers' needs. This fresh set of eyes is very helpful to those involved in creating the document. Editor may provide suggestions that the author will need to address, so allow sufficient time.	1 to 4 pg/hr		
Reviewer input	Project lead obtains programmatic input from relevant reviewers, internally and/or externally.	Varies		
	Medical reviewer ensures that technical content is accurate and up-to-date.			
	Cultural reviewer(s) ensures that the content (in particular the examples/role plays/case studies) represents, and is acceptable to, the population.			
Incorporate reviewer input	Project lead incorporates reviewer input. If input is substantial, project lead may want to work with the editor to incorporate changes.	Varies		



Proofreading	Prior to finalizing text, project lead arranges for proofing by a designated proofreader . Using someone unfamiliar with the document is usually best.	5 pg/hr		
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Draft Layout and Preliminary Review				
Step 3	Description	Est. Timeline	Date Due	Staff Lead
Preliminary design concepts	Graphics lead drafts one or more designs for the team to review. The project lead provides graphics staff with the draft text and any images or supporting graphics.	5 days		
Brief meeting	Graphics and project leads review the preliminary designs and discuss refinements if needed. The writer is often at these meetings. Everyone is clear on the time the printer needs to complete the project.	3/4 to 1-hour meeting		
Photo selection, illustration	If needed, the graphics team searches for new photos or creates illustrations. Project lead must obtain permission for using proprietary images.	Varies		
Initial layout	Graphics team flows in the initial text and places the graphic elements.	3 pg/hr		
Team review of designs and initial layout	The project team may review and comment on all design aspects and consider how the text reads in layout form. We recommend having all relevant team members and reviewers provide input at this time.	3 days		
Discussion	Project lead and graphics staff should meet to discuss refinements.	1-hour meeting		
Revisions	If text changes are needed, project lead consults with graphics to determine how changes should be incorporated (for example, into a new Word file vs. existing design files). If significant layout changes are needed, team must return to the "Preliminary Design Concepts" stage.	---		
Finalize specs	Project lead and graphics staff finalize printing specifications. This is the "last call" for decisions about the size, number of colors, binding, etc.	---		



II. Final Stage

Final Layout and Final Review				
Step 1	Description	Est. Timeline	Date Due	Staff Lead
Text finalized	<p>Project lead finalizes content. He or she has incorporated into the "Final":</p> <ul style="list-style-type: none"> All team input. All sections and images. <p>A designated proofreader has proofread the Word file.</p>	Varies		
Design refinement and layout of final text	<p>The project lead gives final text to the graphics lead in electronic form. This also is the "last call" for images.</p>	1 to 5 pg/hr		
Final team review	<p>Project lead (and relevant staff if needed) confirms that the final version is acceptable. Only typos can be corrected at this time.</p>	Varies. Average: 3 days		
Final revisions	<p>Project lead goes through final revisions. Only minor changes, if any, can be made at this point. Significant revisions will result in serious delays.</p>	1 day		

Printing				
Step 2	Description	Est. Timeline	Date Due	Staff Lead
Files preparation for printer	<p>Graphics staff packages files for printer (after adjusting resolution of images, performing final color corrections, etc.).</p>	1 day		
Printer proofs/blue lines	<p>Graphics staff and project lead review proofs/blue lines from printer.</p>	The printing process takes approx. 10 working days. Printer establishes schedule.		
Press check	<p>Press check by graphics staff or project lead is recommended for most jobs.</p>			



After Printing				
Step 3	Description	Est. Timeline	Date Due	Staff Lead
Boxes arrive from printer	Project lead ensures that a plan is in place for moving boxes to an acceptable storage place; or has a plan for distributing the materials.			
Incorporate changes into Word file	If the original Word file might be used for other purposes, the project lead ensures the incorporation of changes made during final layout and blue-line review.			
<i>Celebration!</i>	Be sure to take time to celebrate your accomplishment!			

V

Ramasekiwa Reuben Tshokwe

From: Mobe Paul Radebe
Sent: Friday, November 11, 2016 10:51 AM
To: John Skhosana; Ramasekiwa Reuben Tshokwe
Subject: ICROP - Funded from surplus
Attachments: Projects (Surplus) (5).xlsx

Dear Mr Skhosana,

Attached is the spreadsheet that confirms that CROP is funded from retained surplus. The process for transacting on surplus is that SCM will request Budget Planning to relax budgetary controls in order to allow overspending on the ICROP project.

Thanks

From: Mobe Radebe
To: Penelope Mdlankomo
CC: Sonwabo Koliti
Date: 2016/06/17 12:09 PM
Subject: ICROP budget
Attachments: ICROP 1.XLS

Dear Pen,

Kindly receive the attached ICROP budget funded from retained surplus.

Thanks

SONWABO KOLITI
2016/06/17 12:09 PM
SONWABO KOLITI

	Requested Amount	Recommended Amount	Change	2016/17	2017/18	2018/19
1. Biometrics: (Identity & access management system)	55 000	70 000	(15 000)	20 000	36 000	14 000
2. Enterprise Bus Intelligence solution	12 500	12 500	-	12 500	-	-
3. Regulation 26 (A)	18 593	18 593	-	18 593	-	-
4. Motor Vehicles	11 966	3 000	8 966	3 000	-	-
5. Improvement of Local Offices	11 171	11 171	-	11 171	-	-
6. Eradication of open paypoints	31 278	31 278	-	31 278	-	-
7. LIMA	4 000	4 000	-	4 000	-	-
8. Standardised Office Furniture	11 519	11 519	-	11 519	-	-
9. Staff Uniform	5 000	5 000	-	5 000	-	-
10. Office Furniture (Capex)	5 000	5 000	-	5 000	-	-
11. ICT Equipment (Capex)	40 000	20 000	20 000	20 000	-	-
12. Records Management Project (Project Management)	3 500	3 500	-	3 500	-	-
13. Western Cape Footprint	34 465	6 434	28 031	6 434	-	-
14. Northern Cape Footprint	9 000	9 000	-	9 000	-	-
15. KwaZulu-Natal Footprint	300 000	-	300 000	-	-	-
16. Call Centre	285 000	285 000	-	-	-	-
17. KZN File Reconstruction	6 500	6 500	-	6 500	-	-
18. ICT Infrastructure	73 041	30 000	43 041	30 000	-	-
19. ICROP	100 000	300 000	-	100 000	100 000	100 000
20. Mikondzo	70 000	70 000	-	70 000	-	-
21. Training (Grants Admin)	83 000	-	83 000	-	-	-

22.ECM/Scanning Solution-	90 753	90 753	-	40 000	50 753	-
23. Migration from Novell to Microsoft (Services)	8 000	8 000	-	8 000	-	-
24. Audit of Local Offices	8 000	3 000	5 000	3 000	-	-
26. Web based Application	81 000	-	81 000	-	-	-
27. Public & Beneficiary education awareness	65 000	65 000	-	57 000	8 000	-
28.CSIR Feasibility Study	8 165	8 165	-	8 165	-	-
29.CSIR Biometric Enrollment Specification	5 578	5 578	-	5 578	-	-
30.CSIR-Biometric Standards	3 162	3 162	-	3 162	-	-
31.Queue Management	11 000	-	11 000	-	-	-
32.MIS Migration (Eastern Cape)	5 300	5 300	-	5 300	-	-
33.Family Finders- Social Workers	23 000	23 000	-	23 000	-	-
34.Debtors Management and Audit of Debtors managed by SIU	25 000	25 000	-	25 000	-	-
35.Scanning solutions infrastructure and assets	18 418	18 418	-	18 418	-	-
36.Legal Fees		12 765		12 765		
Total	1 522 909	885 636	850 038	576 883	194 753	114 000

885 636

Motshidisi Dina Mogari

From: Tsakeriwa Chauke
Sent: Tuesday, December 20, 2016 8:03 PM
To: John Skhosana; Kuduku Eliot Mowa; Petrus Mabula; Motshidisi Dina Mogari
Cc: Themba Matlou; Itumeleng Matthews Sedite; Godfrey Twala; Mulalo Lorraine Thovhakale; Phillipine Keikemiseditse Mahlangu
Subject: ICROP Tender payment process

Good afternoon colleagues

I have just received a payment batch for Azande Consulting amounting to R29,281,872.99 for November 2016 month. Allow me to raise the following issues:

1. If the spending for one month is R29 million this might mean that the branch's plan is to spend R348 million in one year and how does this relate to the 3 years contract.
2. I have since seen that some of the Annexure B confirmation of Icrop services rendered by Azande are not signed off, in other circumstances there are typed names without signatures. In some cases there are signatures with no names. I do not know whether there are currently delegations to sign off the services from the regions. Does HO has a specimen for the signatures? I do not know how do the branch verify the signatures in questions as there are no names linked to this process, may you please assist me in this regard.
3. Are the special ICROP has a standard negotiated prices of R1,500,000 which include value for money assessments, if so may I be favoured with such a document or are the prices the accepted tender prices per event?
4. Does ICROP community events has a negotiated standard prices @ R223,000 if so may I request a copy of such a document.
5. How do one reconcile the GRV with Quantity delivered vs invoice deliverables in terms of Special ICROPs and Community events ICROP (Major events and minor events)
6. 9.2 of the services contract *"The Service Provider's invoice must be accompanied by an original monthly statement and a comprehensive progress report and a copy of the Service Provider's duly signed confirmation of the completed or rendered deliverables in accordance with the scope and deliverables as set out herein and the SLA"*. May the branch confirm in writing the existence and compliance of this clause and indicated how it is complied with.
7. How do one reconcile the specification or request for a service and the confirmed deliverable. I note that the specification and quantities indicated to a service provider differs to the service received confirmation. This is confusing for me. Are the numbers the same across, if not how are they dealt with. E.g. Enhlazeni event how do one reconcile the spec and confirmation. Confirmation not even signed. The Lunenburg ward 7 event has 4000 table cloth for public members, what are these? Are they standard gifts and how are they billed in the contract.
8. *I have noted that there are 3 Special Icrops that were included in the Invoice which were to be taken out:*
 - *Why were they taken out or why were they included in the first place*
 - *Are the services rendered so they can be accrued in the correct period*

Your urgent feedback in this regard will assist me to urgently finalise the payment batch with me. If you do not understand my comments do not hesitate to come to my office.

Regards
Tsakeriwa

John Skhosana

From: Dianne Dunkerley
Sent: Monday, 06 March 2017 10:55 AM
To: John Skhosana
Subject: Beneficiary Education for Grants Payments

Dear John,

As discussed, please make the necessary arrangements for Azande to support Western Cape in the following:

Minister is having a stakeholder engagement today, with community members from Khayelitsha, Nyanga, Gugulethu, Delft, Atlantis, Langa and older persons regarding the payment of social grants from April 2017. The venue for the engagement is Cape Sun, as this was booked for a media briefing yesterday, which was then changed to Pretoria. Using the same venue will prevent fruitless expenditure.

Approximately 300 community members are expected. Taxis are being sourced to transport the community members. The total cost for the taxis is expected to be approximately R12 000.

Please make the necessary arrangements for this to be done under our existing contract (both the venue and the transport) so that we can pay the required costs from the budget for ICROP.

Thank you so much
Dianne

South African Social Security

South Africa

Monday, March 06, 2017

For Event: 3805704.02
South African Social Security
Monday, March 06, 2017

Thank you for choosing the Southern Sun Cape Sun to host your event.

The attached contract details your event requirements and we encourage you to peruse the document and sign acceptance as indicated.

We look forward to welcoming you and assure you of our utmost attention at all times.

Please do not hesitate to contact myself or our team should you require any further assistance.

Yours Sincerely,

Shameemah Goliath
Banqueting Sales
Southern Sun Cape Sun

ANOTHER TSOGO SUN EXPERIENCE



Monday, 06 March 2017

No Pork or Alcohol

Set Up

Bar Set Up - On 2nd Floor Lobby Area 1 X Soft Drink Per Person

Set - Up :

Half Moon 25 Pax round tables facing one direction

Head Table for 4 Pax

2 X Trestle Table

Floor Length Table Cloths

4 X Mineral Water + 4 Glasses re: Head Table

PA System

Podium

Data Projector

Screen (for presentation)

Customer Initials _____

Any amendments to the Business Event Order are also subject to the Terms & Conditions for The Contract

BOOKING AGREEMENT

between

Southern Sun Hotel Interests (PTY) Limited,
Southern Sun Cape Sun

(Registration No. 1969/001365/07)

(hereinafter referred to interchangeably as "the Company or **Southern Sun Cape Sun**")

and

South African Social Security

(hereinafter referred to as "the Customer", whose particulars are as set out below)

Company / Personal Particulars

Identity/Passport number or Company registration number			
Tel no. (W)	(H)	(Cell)	
Fax no.	Email		
Physical address (chosen domicilium citandi et executandi)		, South Africa	
Postal address		Code	
Name of employer (if applicable)		South African Social Security	
VAT registration number (if applicable)		Code	

Banking Particulars (for refunds - N/A in the case of approved credit facilities with Tsogo Sun)

Bank										
Branch name										
Branch code										
Account name	Account type									
Account number										

Booking Particulars

Dates	06-MAR-17 to 06-MAR-17	Times	As shown on the Business Event Order
Type		Booking name	South African Social Security
No of guests	0	Signage	
Function space	As shown on the Business Event Order	Accommodation	Not Included
Hotel contract	3805704.02	Customer contact	

Payment Schedule

Deposit	R 28,980.00
Payments	R 0.00
Balance	R 28,980.00
DB Number (approved credit with SSHI)	

Kindly initial all pages of this agreement, signing the last page in full and return to the company via fax +27 21 423 1861 or email sscapesun.reservations@tsogosun.com by 11 March 2017.

Please note that bookings can only be secured upon return of this agreement, duly completed and signed as well as, proof of payment as laid out in the proposal and the above payment schedule.

Please note that no cheque payments will be accepted directly by the company

(Cheque payment into our bank account will only be accepted when deposited at least 21 days prior to the arrival date of the booking, to allow for sufficient time for the cheque to clear.)

Customer Initials _____

Any amendments to the Business Event Order are also subject to the Terms & Conditions for The Contract

- In all events contemplated in 9 and 10 above, the Customer agrees that the amounts to be charged in terms hereof constitute the amount of rouwkoop for which the Customer is liable. Should the agreement have been concluded at a time being less than 60 days prior to the date of the function, the terms herein set out shall be final and binding on the Customer and the Customer shall have waived the right to notice of variation or cancellation and the total price will be invoiced and shall apply.
12. Unless otherwise agreed to in writing by the Company, a 50% non-refundable deposit of the total price is required within 48 hours of making the booking in order to confirm the booking. The balance of the estimated total price is required no later than 30 days prior to the date of the function and/or check in into the accommodation rooms. The Company reserves the right to release the venues or rooms should the payments not be forthcoming on due dates. Thereafter confirmations will be subject to availability. The Customer hereby agrees that any amounts held by Southern Sun Cape Sun as deposits may be set off by the Company against any amounts payable in terms of clauses 10 and 11 above.
 13. All requests for billing to a Master Account are strictly subject to the prior written approval of the General Manager of Southern Sun Cape Sun. The Master Account is the account for which the Customer is responsible and includes the cost of rooms and selected meal plan at the rates specified above, the cost of other items for which the Customer may subsequently assume the responsibility for payment and any applicable cancellation or no-show charges.
 14. Payment by credit card requires a copy of the card, card number, CVC code, expiry date and cardholder's signature and subsequent presentation of the physical credit card by the cardholder in person. Third party authorisations are strictly subject to the General Manager's prior written consent and such terms as he may impose.
 15. The Customer specifically acknowledges and agrees that certain facilities and/or services and / or goods which may form part of the function or hospitality package, may be provided by or under the control of third parties other than the Company or its affiliates or associated companies and accordingly the Customer agrees to the provision of such facilities and / or services and / or goods by such third parties.
 16. Neither the Company nor the owners of Southern Sun Cape Sun property, the management company, their agents, contractors or employees shall be liable for any loss, damage/s, destruction, injury or death which may be caused to any person (or any minor dependent of such person) or the assets, property or any item of equipment, furniture, stock or the like, brought onto the Hotel premises by the Customer, guests, invitees, employees (or minor dependents of such persons), howsoever such loss, damage/s, destruction, injury or death may occur, whether as a result of any foreseen or unforeseen event or any act or omission on the part of the Company or the owners of Southern Sun Cape Sun property, the management company, their agents, contractors or employees or otherwise. Notwithstanding the foregoing, the Customer hereby indemnifies and holds harmless the Company and the owners of Southern Sun Cape Sun, and against any suppliers of any facilities and / or services and goods which may form part of the function or hospitality package, which may be brought against any of them relating to the Agreement.
 17. The Customer acknowledges that the Company reserves the right to object to the employment by the Customer of any person in connection with any function and that the right of admission shall be reserved by Southern Sun Cape Sun to be exercised at its sole discretion. Any such persons employed by the Customer shall be required to sign an indemnity indemnifying the Company against any damage suffered by such persons and confirming that they shall abide by the house rules of Southern Sun Cape Sun before being permitted onto the premises.
 18. No food or beverage may be brought into the accommodation or function rooms by the Customer for consumption on the premises, unless the prior written consent of Southern Sun Cape Sun has been obtained.
 19. The Customer shall be responsible for any damage caused to the rooms or Southern Sun Cape Sun facilities, or the furnishings, utensils and equipment therein by any act, default, or neglect of the Customer or the guests, invitees or the employees of the Customer, whether such is the Company's property or whether hired specifically by the Company for the Customer, and shall pay to Southern Sun Cape Sun, on demand, the amount required to make good or remedy such damage.
 20. The Company reserves the right to change the name and location of the Customer's previously designated function room without prior notice.
 21. The provision of standard operating equipment and apparel required by the Customer shall be dependent on availability at no extra charge.
 22. A certificate signed by the General Manager or Financial Controller of Southern Sun Cape Sun, showing the amount owing by the Customer at any one time and reflecting the amount thereupon as due and unpaid shall be prima facie proof of the effects therein stated for the purpose of any action (whether by way of provisional sentence or otherwise) proof of debt on insolvency or any purpose whatsoever.
 23. The Customer acknowledges and agrees on behalf of all persons to whom accommodation rooms are allocated and/or reserved in terms of this Agreement and for all persons for whom it is responsible, that the Company's standard terms and conditions of residence, as amended from time to time, shall at all times and in all respects continue to apply insofar as such terms and conditions are not in conflict with the provisions hereof and that they have agreed to be bound thereto. In the event of any such conflict between the standard terms and conditions of residence and the terms of this Agreement, the terms hereof shall be deemed to prevail.
 24. Notwithstanding the amount which may at any time be owing, the Customer consents in terms of Section 45 of the Magistrate's Court Act (No. 32 of 1944, as amended) to the jurisdiction of the Magistrate's Court in any action or proceeding otherwise beyond its jurisdiction, it being understood however that the Company shall at all times be entitled to bring any such action or proceeding in the High Court. If any action be necessary, the Customer agrees to pay all costs and disbursements as between attorney and client and collection commission.
 25. Any indulgence shown to the Customer shall not constitute a waiver or novation of the Company's rights.

Customer Initials _____

Any amendments to the Business Event Order are also subject to the Terms & Conditions for The Contract

Personal particulars of non - S.A. Residents

Please note that the below mentioned information is required in respect of each guest included in your group rooming list and who is a non-south african resident

- Surname
- First Name (Full)
- Passport Number
- Residential Status
- Residential Address (Street, City, Code and Country)
- Home Telephone Number
- Mobile Telephone Number
- Office Telephone Number
- E-mail Address

The customer/authorised representative of the customer, by his/her signature hereto, hereby confirms that he/she is duly authorised, the information supplied above is true and correct and agrees to be bound to the hotel's terms and conditions set out above as well as to the hotel's standard conditions of residence.

Customer

Signature : _____
 Full name : _____
 Capacity : _____
 Date : _____

Hotel

Signature : _____
 Full name : _____
 Capacity : _____
 Date : _____

(Acknowledging expressly the provisions of clause 31 of the Terms and Conditions)

Customer Initials _____

Any amendments to the Business Event Order are also subject to the Terms & Conditions for The Contract

BOOKING QUOTE

Sun Rands/Rate Code	: REWARD / GRPF01	Room No.	: 9042
User ID	: SHAMEEMAHG	Arrival	: 06/03/17
Company Name	: South African Social Security	Departure	: 07/03/17
		Folio No./ Inv No	:
		No. of Guests	: 0
		Page No	: 2 of 2
Group Code	: 0503SO_002	Confirmation No.	: 1324867784
		VAT Reg. No.	: 4010113001

Date	Text	Charges	Credits
		ZAR	ZAR

This serves as a reference of an estimated sum of charges and is not intended to constitute a Tax Invoice or Invoice.

A deposit or other payment with regards to this document is not intended to be consideration for VAT purposes.

A Tax Invoice will be issued on check out

Garth Williams

From: Garth Williams
Sent: 06 March 2017 10:25
To: Linda Denga (Klaas)
Cc: Zukiswa Madolo (ZukiswaM@sassa.gov.za); Zubeida Samuels; Henry De Grass; Abdool Assim
Subject: Ammendment form to the conference booking for Cape SUN

Tracking:	Recipient	Delivery	Read
	Linda Denga (Klaas)	Delivered: 2017/03/06 10:25	Read: 2017/03/06 11:12
	Zukiswa Madolo (ZukiswaM@sassa.gov.za)	Delivered: 2017/03/06 10:25	
	Zubeida Samuels	Delivered: 2017/03/06 10:25	Read: 2017/03/06 11:03
	Henry De Grass	Delivered: 2017/03/06 10:25	
	Abdool Assim	Delivered: 2017/03/06 10:25	
	Zukiswa Madolo		Read: 2017/03/06 10:48

Dear Linda

As per our discussion, I have been instructed by Mr De Grass to secure the Cape SUN for a 150 people. This relates to the Media Briefing at Cape Sun for 30 people, that was cancelled yesterday and the instruction from Mr Phule to the region is that a stakeholder engagement will replace the media briefing.

This will happen from 14H00 today and will also be for 150 people. Catering afternoon tea and coffee juice and water with sandwiches.

Taxis will Transport the stakeholders from the following areas and it was agreed that we will make use of the accredited service provide (AZANDEY) that deals with this:

14 people per taxi

Khayelitsha	= R 1200
Veterans	= R 600
Nyanga	= R 600
Gugulethu	= R 600
Delft	= R 850
Atlantis	= R1000
Langa	= R 600

Kind Regards

TRAVEL BOOKING AMENDMENT/ EXTENTION/ CANCELATION FORM



sassa
SOUTH AFRICAN SOCIAL SECURITY AGENCY

Travel Management Section write Order Numbers	
Flights	
Accommodation	
Car Rental	
Airport parking	
Shuttle	
Conference Venue	X
Afterhours	
Booking charges	

Note: Officials are not allowed to add items, colours and adjust the form. Coordinators must use this form as it is.

Mark with an "X" where applicable

AMENDMENT	X	CANCELLATION
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Purpose: Motivation for Amendment or Cancellation below

Reason for using afterhours if amendments done afterhours.

TRAVELLER DETAILS

Surname:	Denga	Full Names:	Linda
Cellphone number	ID No.	Coordinators Name:	Linda
Rank	Date of Departure	Date of Return	Tel No: x0411
		Location/Region	Cost Centre Name

Mark with an "X" where applicable

Other services	Cancel Conference	Cancel Airport Parking	Cancel Car Hire	Cancel the Whole Trip
Cancel Accommodation	Cancel Shuttle Services	Cancel Flights	Amend Air Travel	Amend Conference
Amend other Air Travel	Amend Hotel	Amend Parking	Amend Car Hire	Amend Shuttle Services

AIR BOOKING AMENDED (insert new details)

Date	Flight	From	To	Departure Time	Arrival Time

ACCOMMODATION BOOKING AMENDED (insert new details)

Name of Hotel	Reservation no	Check In	Check out	No of days
Mark with an X	Dinner, Bed & Breakfast	Bed & Breakfast	Bed Only	Non Smoking Room

CAR RENTAL BOOKINGS AMENDED (insert new details)

Car Hire Company	Reservation no	Date:	Pick Up Time	From: Location	To: Location	Car Group	No of Passengers

TRANSFERS / PICKUPS AMENDED (insert new details)

Shuttle Services (Tick)	Chauffer (Tick)	Shuttle Company	Reservation Number	Date:	Pick up Time:	Pick up location	Drop off Location	No of Passengers

AIRPORT PARKING (insert new details)

Departure Date	Return Date	Vehicle Model	Colour	Registration Number

CONFERENCE VENUE (insert new details)

Check in date	Check out date

AUTHORISATION DETAILS

I certify that the above information is correct, that I am familiar with the provisions of the Travel Management Policy and that this booking complies with the applicable Policy.

Applicant	Print Name: Linda Denga	Rank: Dept Coordina	Date: 06-03-2017	Signature	
-----------	-------------------------	---------------------	------------------	-----------	--

I approve and certify that funds are available, that the travel/ venue/conference booking is in accordance with the Travel Management Policy. I approve that payment with regard to this trip/conference venue must be processed on the basis of a correct invoice.

Travel Approval By:	Print Name: <i>Cg.V. Williams</i>	Rank: <i>Act SAC</i>	Date: <i>2016/06</i>	Signature	
---------------------	-----------------------------------	----------------------	----------------------	-----------	--

Note: SASSA reserves the right to use the service provider of its choice if warranted by the situation.



sassa
SOUTH AFRICAN STATE SUPPLY AUTHORITY

Goods/Services Voucher

GRV NUMBER:

ORDER NUMBER

R

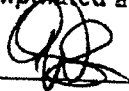
NAME OF SUPPLIER: Duma → Cape Sun hotel.

DESCRIPTION OF GOODS / SERVICES:

	ITEM DESCRIPTION	QUANTITY DELIVERED	QUANTITY OUTSTANDING
1	Venue! Stakeholder Agreement		

Linda Benga

(Project / cost center manager) certify that the goods/services were supplied for official purposes, satisfactorily and in accordance with the specification/terms of reference and that the stipulated amount on the GRV is accurate and payable.


SIGNATURE

07/03/2017
DATE



Having the right to certify that the goods and services were supplied in accordance with the specification and terms of reference of the contract and that the amount is accurate and payable.



SASSA

CONFIDENTIAL

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

(174)
180

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
M. Zoene	A.N.C. WC	361 26 11	M Zoene
X. Nkongani	Vukalamba	083393 23797	X. Nkongani
N. Nomntu	Juru Hambe	071 077 9224	N. Nomntu
M. Thembuza	Vukalamba	028420393	M
R. Dind	A.N.C.		
WINTERMINA AMRENE	A.N.C. COOP 0732737715		
N. SEMBANYI WEST	LABORING COOP 0169032167		
ER RATHA	ETHAZI	0794473419	
M. N. Ncaini	Attorneys C. 073 643 7194		ML
Nelaka Nkukwana	(A.N.C. Warrant) 073 6921575		
Nankhulu Nkuluise	Emasithweni Diphang 0732276557		
Rev: Zama Nkomo Mfiki	ANC Shoplany 07371 28 255		

(13)



SASSA

CONFIDENTIAL

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
hinda Arleni reguwin	Gueltza Co. op	0769893215	
ESTERIA Lodi	Angelkanya Corp Kutunng I deba lalim Corp	039100890	
Basirwe Mlungu		0720570155	
THECILE BRICE	Bamvintu Souk	013 028 9014	
Minison Akwafegani	Thaloo Yehamun Corp	0725445167	
Buyiswa JARA	Msimbani Sen Corp	0738164508	
Pauline Mogyweki	Msimbani Sen Corp	0734512593	
Melikele Mgala	Gweba Corp	0786478094	
Siphiso Nopedele	Gweba Corp	0738610595	
Cameliso Mlomo	Gweba Corp	045 581 8254	
Phelani Sengile	Gweba Corp	071 293 7137	
Nomahube Mpanzi	Gweba Corp	063 33 19080	
Bumeka Mpanzi	Gweba Corp	0726757916	
Dikulungo Mpanzi	Gweba Corp	074 835 1040	

(14)



CONFIDENTIAL

SASSA

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
Magege Mqanduli	A.N.C.	0751225915	M. Mqanduli
Mkhitha Makhosana	PyuBanyoni Schools	0732628412	M. Mkhitha
Vero Memesha	Samuel & VINTA H's Africa's Multi-Risk Ins Co-OP	0817322003	M. Memesha
Nomahubo Mangiso	Samuel & Vintal	0838816878	M. Mangiso
Nomonde Tshetshetshani	Samuel & Vintal	0824561071	M. Tshetshetshani
Mqila Mkhale	"	0833638035	M. Mkhale
Buzisizi N. Mxakeli	Banumbale b OF AFR PERSON CO-OPERATIVE	0737187542	B. N. Mxakeli
LUZENA FUTHANA	Caledon Elder Pkts Gugulethu Elder Forum	0784764489	M. Futhana
Zukiswa Gushaka	Gugulethu Elder Forum	0844761020	Z. Gushaka
Nenkasi Santsheke	Gugulethu Elder Forum	0735058938	N. Santsheke
SILVIA Ye To	Gugulethu Elder Forum	0767020429	S. Ye To
Nontshuzela Qudalele	EQDP Chairperson	0738107934	N. Qudalele
Nomonde Anoni	Foster + Supportive Care	0731957774	N. Anoni
Joyce Meneze	Wie Wineenge	07379479320	J. Meneze

(14)



SASSA

CONFIDENTIAL

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
Enrique MANKAY	114 911-13573 MTC ASSESOR MTC HOTEL CONTRACTOR	078 95 71791 013 59 30997	<i>[Signature]</i> ERL Mankay
MAR guest Malapelo	NY 22-47 Engineer	0825098465	<i>[Signature]</i>
Ethel malusi	NY 145-16 Engineer	078 7733 772	N.E. Malusi
Becny Orise	NY 146-45 Contractor	0849678571	<i>[Signature]</i>
Nomahleli Albo Mpa	NY 111-13573 Contractor	0112397477	<i>[Signature]</i>
Themhisa Mepa	NY 120 Contractor	083 9484800	T Mepa
Meloyisa Meki	Site Manager		<i>[Signature]</i>
Makankha Maki	10 Vehicular		<i>[Signature]</i>
Nelwella Kanda	15 Mangrove	0725399519	<i>[Signature]</i>
Misa Momboso	M470518 B Hospital	073 71673121+	<i>[Signature]</i>
Holothando Momboko	Jongwipho Project	073 3272922	H. Momboko
Mondwe Bheko	Jongwipho Project	073 14 124	M. Bheko
Mangwa Nene	Jongwipho Project	0723212122	M. Nene



SASSA

CONFIDENTIAL

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
Hydia Malisa	ANC	0839671701	<i>[Signature]</i>
Mrs Patricia Mphahlele	ANC	0833850513	<i>[Signature]</i>
Sonjisiwe Khumalo	ANC	0735210925	<i>[Signature]</i>
Mrs Pasipam	ANC	0213867697	<i>[Signature]</i>
Mrs Gumbo	ANC	0213867098	<i>[Signature]</i>
Mrs M. Peki	ANC	N/A	<i>[Signature]</i>
Mrs M. Peki	ANC	0835958354	<i>[Signature]</i>
Mrs Phithiwe Sibisi	ANC WL	0785994708	<i>[Signature]</i>
Mrs Alice Ntshakaza	ANC WL	073720483	<i>[Signature]</i>
Renee Ngweni	ANC WL	0604976595	<i>[Signature]</i>



SASSA

CONFIDENTIAL

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
Chief MDD Phubuhle Mwanunu	TRADITIONAL LEADER	083 974 1314	
Rev M M Dymonty	Church leader	073 676 8936	
Rev. L. Mgogo-Bswadi	Church Minister	075 424 0613	
Nomonde Kuzo	Zakhele Agri Training & Develop	073 509 7343	
Phumla Tyalibong	Zakhele Agri Training & Dev	082 25 45541	
Phumza Mayole	Zakhele Agri Dev	072 608 3194	
Mbasa Tyalibong	Zakhele Agri Training & Dev	081 495 5149	
Nokho Manzam	Namib Kettle	078 27 29 634	
Madelyn Maselane	Atlantis	081 220 1910	
Rachel de Blum	Petal	0822558341	
Kevin Kewitz	Black Siskin Kapeche	079 088 0823	
Khlesha Gani	Jungipile Project	072 327 2522	
Mkhonza Gasa	Jungipile Project	072 327 2522	



SASSA

CONFIDENTIAL

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
Muyiswe Moyo	Nonhlanhla	061146943	
Nathaniel Somana	INKUNZI	0788307386	
Mercia Mangali	NONUMUZELO	0825931756	
Kolelwa Senti	Sikhulazi Womuzi	0633501897	
Pascaline Mubiri	Kwen Nonhlanhla	0835279500	
Leticia N. Ntshemisa	Zone 17 ^{hoxha}	061613649	
Nemsa Patsiaca	Maki	0735282148	
Abigail Alboniso	2019-34	0824546720	
Lyndie Mollan	Sassa		


(9)



CONFIDENTIAL

SASSA

SESSION: STAKE HOLDER ENGAGEMENT WITH THE MINISTER
DATE: 6 MARCH 2017
VENUE: SOUTHERN SUN CAPE SUN HOTEL

NAME	ORGANISATION	CONTACT NUMBER	SIGNATURE
GRACE NCHUNANISHANI SHAB CUNICE PALEDE	Landa Kerekerwe Sondha Solunika	0780273727 0780273727	 0737432268

X



Postal Address:
PO BOX 661, Randpark Ridge, 2156

Physical Address:
Unit 11 Washington Business Park
Suttie Road Inside Royal Palm Business Estate
Midrand
1683

Contacts:

Tel: 011 805 0724

Cell: 076 100 9209 / 061 464 8762

Email: maqu@azandegroup.co.za / azandegroup@gmail.com

SOUTH AFRICAN SOCIAL SECURITY AGENCY
SASSA HOUSE
501 PRODINSA BUILDING
CNR STEVE BIKO AND PRETORIUS STREETS

ICROP PERIOD March 2017

Item No	Province	Date	District	Local Municipality	Ward	Targeted area
1	Western cape	March 28 2017	Metro 1	City Of Cape Town	79,90,91,92,93,94,95,99	Site B, Khayelisha

Total number of Special ICROP conducted by Azande : 1

Order Number 8316-8
 Order Date 30-MAR-17
 Order Revision 1

RELEASE
 CHIEF EXECUTIVE MANAGEMENT

Supplier
 AZANDE CONSULTING
 68 MONTANA, ROOITOU STREET
 WELTEVREDENPARK
 South Africa

Ship To Address
 SASSA House
 Corner Beatrix and Pretorius Street
 Pretoria, 0001
 South Africa

Bill To Address
 SASSA House
 Corner Beatrix and Pretorius Street
 Pretoria, 0001
 South Africa



sassa

Contact Person :
 Telephone No: ()
 All prices and amounts on this order are Rand

Buyer: M MOATSHE

QTY	UNIT	DESCRIPTION	ITEM CODE	LONG DESCRIPTION	UNIT PRICE EXCL VAT	VAT	AMOUNT EXCL VAT	AMOUNT INCL VAT
1	Each	SERVICES RESEARCH	101013	SERVICES RESEARCH	7,358,853.50	1,030,239.49	7,358,853.50	8,389,092.99
TOTAL:					7,358,853.50	1,030,239.49	7,358,853.50	8,389,092.99

Approved:
 Rank:
 Date: 30/03/17
 Tel:

Buyer Name: MS.M.M.MOATSHE
 Payment Terms: 30 DAYS

SASSA Standard Terms and Agreements Apply

Delivery Date:

[NB: All invoices should have the supplier's verified banking details and a purchase order number. Invoices must be accompanied by a statement when submitting to Accounts Payables Unit. Failure to comply with this request may result in late/non-payment of invoices]

[NB: Please mail invoices to: accountspayableho@sassa.gov.za]

Mpho
31/03/2017

Approved
Director
2017/03/31



sassa
SOUTH AFRICAN SOCIAL SECURITY AGENCY

CHECK LIST FOR RECEIPT TRANSACTIONS

182319
Shelw
31/03/2017

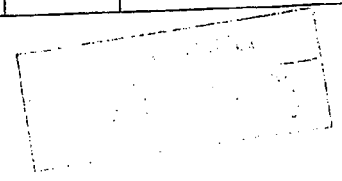
SUPPLIER NAME: AZANDE CONSULTING

ORDER NUMBER	PO-8316-8
---------------------	-----------

RECEIPT NUMBER	RC-76304
-----------------------	----------

Item no.	Description	Yes	No	Comments
4.1	Quotation, Order and GRV corresponds to delivery note		X	Contract
4.2	Benefit period for contracts		X	
4.3	Signed GRV	X		
4.4	CSD Registration Report attached	X		
4.5	• Bank verification succeeded	X		
4.6	• Tax clearance certificate verified & valid	X		
4.7	System receipting date	X		Date: 30-03-2017
4.8	Registered on Analysis book African	X		

Pre Audit Stamp
No. 04
Signature:
Date: 2017/03/31
South African Social Security Agency



COMPILED BY:
NAME: Moatshe
SIGNATURE:
DATE: 30-03-2017

VERIFIED BY:
NAME: G. MAHLO
SIGNATURE:
DATE: 31/03/2017



paying the right social grant, to the right person, at the right time and place. N/A.L.O!

South African Social Security Agency
Head Office

SASSA House • 501 Prodinsa Building Cnr Beatrix & Pretorius Str
Pretoria • Private Bag X55662 Arcadia • Pretoria 01
Tel: +27 12 400 2000 • Fax: +27 12 400 2001
www.sassa.gov

182319

Mar 31, 2017

Payment Remittance Advice

From Payer SASSA SASSA House, Corner Beatrix and Pretorius Street Pretoria 0001	To Payer [REDACTED]	Account [REDACTED]
---	-------------------------------	------------------------------

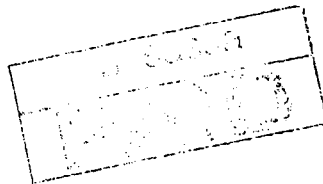
The following payment has been remitted.



Document Reference Number	Document Date	Document Amount	Document Currency	Amount Withheld	Discount Taken	Amount Paid
00114	Mar 17, 2017	8,389,092.99	ZAR		.00	8,389,092.99

T. I. Auth
Mphahlela
03/04/2017

Maba/ekam
03/04/2017





Postal Address:
PO BOX 661, Randpark Ridge, 2156

Physical Address:
Unit 11 Washington Business Park
Suttie Road Inside Royal Palm Business Estate

Midrand
1683

Contacts:
Tel: 011 805 0724
Cell: 076 100 9209/ 061 464 8762
Email: maqu@azandegroup.co.za / azandegroup@gmail.com

**SOUTH AFRICAN SOCIAL SECURITY AGENCY
SASSA HOUSE
501 PRODINSA BUILDING
CNR STEVE BIKO AND PRETORIUS STREETS**

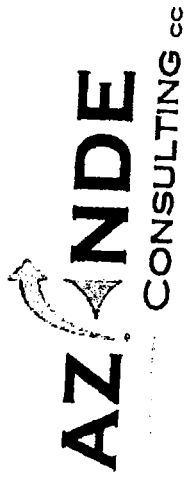
**Reg: 2000/003286/23
Vat Reg: 477 022 1986**

Tax invoice date: 17 March 2017
Tax invoice No: 00114
CSD Supplier No: MAAA0091364

INVOICE PERIOD - MARCH 2017
THANK YOU FOR AFFORDING US THE OPPORTUNITY TO BE OF SERVICE TO YOU

DESCRIPTION	QTY	Total Price
ICROP ADMINISTRATION FEES (March) @ R923 446.00 PER MONTH)	1 MONTHS	R 923 446.00

ICROP PROFESSIONAL FEES (March)	1 MONTHS		
PROJECT MANAGER @ R42 000 P/MONTH		R42 000.00	
PROJECT COORDINATORS X 9 @ R12 267.50 P/MONTH		R110 407.50	
ICROP COMMUNITY EVENTS X 6 PROVINCES			
X 21 @ R223 000.00		R 4 683 000,00	
ICROP BENEFICIARIES EDUCATION WESTERN CAPE		R 100 000.00	
SPECIAL ICROP COMMUNITY EVENTS X 1 PROVINCE			
X 1 @ R 1 500 000.00		R 1 500 000.00	
	Sub-total	R 7 358 853.50	
	vat @ 14%	R 1 030 239.49	



AZANDE CONSULTING cc

Postal Address:
PO BOX 661, Randpark Ridge, 2156

Physical Address:
Unit 11 Washington Business Park
Suttie Road Inside Royal Palm Business Estate
Midrand
1683

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SOUTH AFRICAN SOCIAL SECURITY AGENCY
SASSA HOUSE
501 PRODINSA BUILDING
CNR STEVE BIKO AND PRETORIUS STREETS

ICROP PERIOD March 2017


Item No	Province	Date	District	Local Municipality	Ward	Targeted area
1	Western cape	March 28 2017	Metro 1	City Of Cape Town	79,90,91,92,93,94,95,99	Site B, Khayelisha
Total number of Special ICROP conducted by Azande : 1						


Banking Details:

Account Name: Azande Consulting
Bank Name: First National Bank
Branch Name: Umngeni Junction
Account Number: 6232 019 3204
Branch code: 200-913
Type account: Cheque

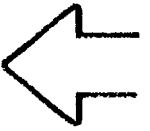
TOTAL	R 8 389 092,99
-------	----------------

Approved

 sassa
INVOICE RECEIVED BY EXPENDITURE
2017-03-30
<i>Mpho</i> / <i>MB</i>
NAME / SIGNATURE

 sassa
CERTIFICATE OF PAYMENT
<small>THIS CERTIFICATE THAT TOTAL INVOICE AMOUNT INCLUDING VAT WAS RECEIVED FROM THE SUPPLIER CORRESPONDS WITH THE TOTAL AMOUNT OF THE F.O. AND GRV AND THAT THE SUPPLIER/SERVICE PROVIDER IS ENTITLED TO PAYMENT.</small>
NAME OF MANAGER: <i>Mpho</i>
SIGNATURE: <i>[Signature]</i>
DATE: <i>31/03/2017</i>

RECEIVED
SASSA
No. 10
Stamp
[Signature]
31/3/17





Postal Address:
PO BOX 661, Randpark Ridge, 2156

Physical Address:
Unit 11 Washington Business Park
Suttle Road Inside Royal Palm Business Estate
Midrand
1683

Contacts:
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Cell: 076 100 9209/ 061 464 8762
Email: maqu@azandegroup.co.za / azandegroup@gmail.com

SOUTH AFRICAN SOCIAL SECURITY AGENCY
SASSA HOUSE
501 PRODINSA BUILDING
CNR STEVE BIKO AND PRETORIUS STREETS

ICROP PERIOD March 2017

Item No	Province	Date	District	Local Municipality	Ward	Targeted area
1	Limpopo	March 2 2017	MOPANI	TZANEEN	26	TOURS
		March 9 2017	Vhembe	MUTALE	10	MUKUNUNDE
		March 17 2017	MOPANI	Letaba	11	Itereleng
	Province	Date	District	Local Municipality	Ward	Targeted area
2	Free state	March 9 2017	Mangaung Metro	Mangaung	45	Khayelitsha
		March 10 2017	Xhariep	Kopanong	7	Jagersfontein
		March 14 2017	Lejweleputswa	Masilonyane	1	Soutpan
		March 16 2017	Mangaung Metro	Botshabelo	29	Section H1H2H3
	Province	Date	District	Local Municipality	Ward	Targeted area
3	North West	March 03 2017	Dr Kenneth Kaunda	Maquassi hills	1	Targeted area Ext 13 Tsweleng
		March 10 2017	Dr Kenneth Kaunda	Ventersdorp	33	Tsetse Village

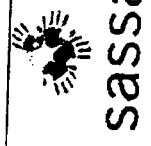
			March 11 2017	Ngaka Modiri Molema	Ratlou	1	Disaneng (Sethabaneng)
			March 24 2017	Bojanala	Mogwase	13	Ledig
	Province		Date	District	Local Municipality	Ward	Targeted area
4	Gauteng		March 16 2017	Sedibeng	Vereening	11 & 13	Sharpsville
			March 24 2017	Tswane	Ga-Rankuwa	1	Winterveldt
	Province		Date	District	Local Municipality	Ward	Targeted area
5	Western Cape		March 24 2017	City Of Cape Town	Metro 2	104	Du Noon
	Province		Date	District	Local Municipality	Ward	Targeted area
6	Kwa-Zulu-Natal		March 27 2017	Mzinyathi	Umvoti	3	Ntembisweni
			March 27 2017	Mzinyathi	Umvoti	2	Matimatolo
			March 27 2017	Mzinyathi	Umvoti	6	Makhabeleni
			March 27 2017	Mzinyathi	Umvoti	9	Greytown
			March 27 2017	Mzinyathi	Umvoti	12	Mabovini
			March 27 2017	Mzinyathi	Umvoti	13	Umbumba
			March 28 2017	Mzinyathi	Umvoti	1	Rocksdrift

Total number of Special ICROP conducted by Azande : 21

76304

Order Number 8316
Order Date 14-NOV-16
Order Revision 0

BLANKET
CHIEF EXECUTIVE MANAGEMENT



Supplier
AZANDE CONSULTING
68 MONTANA, ROOITOU STREET
WELTEVREDENPARK
South Africa

Ship To Address
SASSA House
Corner Beatrix and Pretorius Street
Pretoria, 0001
South Africa

Bill To Address
SASSA House
Corner Beatrix and Pretorius Street
Pretoria, 0001
South Africa

Contact Person :
Telephone No: ()
All prices and amounts on this order are Rand

Buyer: H DLAMINI

QTY	UNIT	DESCRIPTION	ITEM CODE	LONG DESCRIPTION	UNIT PRICE EXCL VAT	VAT	AMOUNT EXCL VAT	AMOUNT INCL VAT
	Each	SERVICES RESEARCH	101013	SERVICES RESEARCH	392,725,988.00	0.00	392,725,988.00	392,725,988.00
TOTAL:						0.00	392,725,988.00	392,725,988.00

Approved:
Rank:
Date:
Tel:

Buyer Name: MS.H.P.DLAMINI
Payment Terms: 30 DAYS

SASSA Standard Terms and Agreements Apply

Delivery Date:

[NB: All invoices should have the supplier's verified banking details and a purchase order number. Invoices must be accompanied by a statement when submitting to Accounts Payables Unit. Failure to comply with this request may result in late/non-payment of invoices]
[NB: Please mail invoices to: accountspayableho@sassa.gov.za]

8316-8

Oracle Applications - PROD

File Edit View Forms Tools Actions Window Help

ORACLE

Num	Deliver-To	Subinventory	Quantity	Charge Account
1	SASSA Head Off		1	105 11105 33322 215204 00000 0000 0000

Account Description

Charge HEAD OFFICE.SAS
Accrual HEAD OFFICE BAL

Item 100116

Receiving Controls

Charge Account

Company	105	HEAD OFFICE
Location	11105	SASSA HEAD OFFICE
Cost Centre	33322	HD - B POLICY IMPLEMENTATION SUPPORT
Account	215204	A&S/O SER.PROFESSIONAL STAFF
Project	12100	ICT - BIOMETRIC SYSTEM
Future1	0000	<input type="checkbox"/> DEFAULT
Future2	0000	DEFAULT

4)

OK Cancel Explanations Clear Help

11:23 AM
3/29/2012



Reg: 2000/003286/23
Vat Reg: 477 022 1986

Contacts:

Tel: 011 805 0724
Cell: 076 100 9209/ 061 464 8762
Email: maqu@azandegroup.co.za / azandegroup@gmail.com

Tax invoice date: 17 March 2017
Tax invoice No: 00114
CSD Supplier No: MAAA0091364

INVOICE PERIOD - MARCH 2017

THANK YOU FOR AFFORDING US THE OPPORTUNITY TO BE OF SERVICE TO YOU

Postal Address:
PO BOX 661, Randpark Ridge, 2156

Physical Address:
Unit 11 Washington Business Park
Suttie Road Inside Royal Palm Business Estate
Midrand
1683

SOUTH AFRICAN SOCIAL SECURITY AGENCY
SASSA HOUSE
501 PRODINSA BUILDING
CNR STEVE BIKO AND PRETORIUS STREETS

DESCRIPTION	QTY	Total Price
ICROP ADMINISTRATION FEES (March) @ R923 446.00 PER MONTH)	1 MONTHS	R 923 446.00

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PROJECT MANAGER @ R42 000 P/MONTH		R42 000.00
PROJECT COORDINATORS X 9 @ R12 267.50 P/MONTH		R110 407.50
ICROP COMMUNITY EVENTS X 6 PROVINCES		
X 21 @ R223 000.00		R 4 683 000,00
ICROP BENEFICIARIES EDUCATION WESTERN CAPE		R 100 000.00
SPECIAL ICROP COMMUNITY EVENTS X 1 PROVINCE		
X 1 @ R 1 500 000.00		R 1 500 000.00
	Sub-total	R 7 358 853.50
	vat @ 14%	R 1 030 239.49



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SOUTH AFRICAN SOCIAL SECURITY AGENCY
SASSA HOUSE
501 PRODDINSA BUILDING
CNR STEVE BIKO AND PRETORIUS STREETS

ICROP PERIOD March 2017

Item No	Province	Date	District	Local Municipality	Ward	Targeted area
1	Limpopo	March 2 2017	MOPANI	TZANEEN	26	TOURS
		March 9 2017	Vhembe	MUTALE	10	MUKUNUNDE
		March 17 2017	MOPANI	Letaba	11	Itereleng
	Province	Date	District	Local Municipality	Ward	Targeted area
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		March 10 2017	Xhariep	Kopanong	7	Jagersfontein
		March 14 2017	Lejweleputswa	Masilonyane	1	Soutpan
		March 16 2017	Mangaung Metro	Botshabelo	29	Section H1H2H3
	Province	Date	District	Local Municipality	Ward	Targeted area
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		March 10 2017	Dr Kenneth Kaunda	Ventersdorp	33	Tsetse Village

		March 11 2017	Ngaka Modiri Molema	Ratlou	1	Disaneng (Setlhabaneng)
		March 24 2017	Bojanala	Mogwase	13	Ledig
	Province	Date	District	Local Municipality	Ward	Targeted area
4	Gauteng	March 16 2017	Sedibeng	Vereening	11 & 13	Sharpville
		March 24 2017	Tswane	Ga-Rankuwa	1	Winterveldt
	Province	Date	District	Local Municipality	Ward	Targeted area
5	Western Cape	March 24 2017	City Of Cape Town	Metro 2	104	Du Noon
	Province	Date	District	Local Municipality	Ward	Targeted area
6	Kwa-Zulu-Natal	March 27 2017	Mzinyathi	Umvoti	3	Ntembisweni
		March 27 2017	Mzinyathi	Umvoti	2	Matimatolo
		March 27 2017	Mzinyathi	Umvoti	6	Makhabeleni
		March 27 2017	Mzinyathi	Umvoti	9	Greytown
		March 27 2017	Mzinyathi	Umvoti	12	Mabovini
		March 27 2017	Mzinyathi	Umvoti	13	Umbumba
		March 28 2017	Mzinyathi	Umvoti	1	Rocksdrift

Total number of Special ICROP conducted by Axande : 21



Postal Address:
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Physical Address:
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 Suttie Road Inside Royal Palm Business Estate
 Midrand
 1683

Contacts:
 Tel: 011 805 0724
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 Email: maqu@azandegroup.co.za / azandegroup@gmail.com

SOUTH AFRICAN SOCIAL SECURITY AGENCY
 SASSA HOUSE
 501 PRODINSA BUILDING
 CNR STEVE BIKO AND PRETORIUS STREETS

ICROP PERIOD May 2017

Item No	Province	Date	District	Local Municipality	Ward	Targeted area
1	Limpopo	May 11 2017	Waterburg	Mokopane	23, 26, 27, 28 & 29	Mahwelereng ✓
		May 30 2017	Waterburg	Bela Bela	7, 8, 3, 5 & 4	Bela Bela township ✓
	Province	Date	District	Local Municipality	Ward	Targeted area
2	Free state	May 26 2017	Thabo Mofutsanyana	Setsovo	10	Ficksburg ✓
	Province	Date	District	Local Municipality	Ward	Targeted area
3	Eastern Cape	May 09 2017	OR Tambo	Umtata	4	Zimbane A/A ✓
		May 11 2017	OR Tambo	Libode	4	Makotyana A/A ✓

Total number of Special ICROP conducted by Azande : 5

South African Social Security Agency

sassa

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: WITWATERSBURG
 NAME OF DISTRICT: CARICORN
 NAME OF LOCAL OFFICE: TRABAMOOPO
 NAME OF MUNICIPALITY: LESALLE-MKAMPI
 WARD NUMBER: 23
 ICROP VENUE: SELESTENIA GA-MPHAHLE
 DATE OF EVENT: 12 MAY 2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: MR MALA : 016 523 3282 / 083 440 0021

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	—	—	—	—
CHAIRS	—	—	—	—
TOILETS	04	—	—	PROVIDED
RECTANGULAR TABLES	04	—	—	PROVIDED
ROUND TABLES	—	—	—	—
TABLE CLOTH	—	—	—	—
WATER	1000	—	—	PROVIDED
GENERATOR	—	—	—	—
TRANSPORT	90	—	—	REQUESTED BUT NOT PROVIDED
CATERING OFFICIALS	50	—	—	PROVIDED
CATERING RENEFICIARIES	450	—	—	PROVIDED
PA SYSTEM	01	—	—	PROVIDED

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Ms Malia Mre
 SIGNATURE: [Signature]
 DATE: 20/05/17

NAME AND SURNAME OF DISTRICT MANAGER: Mphela IN
 SIGNATURE: [Signature]
 DATE: 20/05/17

NAME AND SURNAME OF GM GRANTS ADMIN: INKUMALO
 SIGNATURE: [Signature]
 DATE: 22/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

ANNEXTURE B: CONFIRMATION OF KROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDU

NAME OF THE REGION:	LIMPOPO		
NAME OF DISTRICT:	WATERBERG		
NAME OF LOCAL OFFICE:	BELA BELA		
NAME OF MUNICIPALITY:	BELA BELA		
WARD NUMBER:	3.4.5.6.7 & 8		
KROP VENUE:	MULTI-PURPOSE CENTRE, BELA BELA		
DATE OF EVENT:	30-08-2017		
SASSA CONTACT PERSON AND CONTACT DETAILS:	LEDWABA OV 014 716 3826		

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			White ordinary tent to accommodate 100 people (service delivery tent)
CHAIRS				
TOILETS	4			Flushing toilets plus toilet papers
RECTANGULAR TABLES	8			For guests of main table and service delivery tent/area
ROUND TABLES				
TABLE CLOTH				For guests at main table and service delivery tent/area
WATER	2000			Bottled water 500ml (2 per person)
GENERATOR				Standby generator 3500KVA
TRANSPORT	2			To transport 120 members of the community from Ward 8
CATERING OFFICIALS				
CATERING BENEFICIARIES	1000			Sandwiches, 300ml soft drinks (not inserted), Fruit bag-3Packs (Apple, Banana, and any other Fruit)
PA SYSTEM	1			To play with sets and come with 2 cordless mic's

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION

NAME AND SURNAME OF LOCAL MANAGER LEDWABA OV	NAME AND SURNAME OF EM GRANTS ADMIN:
SIGNATURE: <i>[Signature]</i>	SIGNATURE: <i>[Signature]</i> NXUMALO S
DATE: 01.06.2017	DATE: 02/06/17
BEHOSA NR	
SIGNATURE: <i>[Signature]</i>	
DATE: 02/06/17	

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN



sassa

South African Social Security Agency

ANNEXTURE A: SERVICE REQUEST FORM		
NAME OF THE REGION:	Free State	
NAME OF DISTRICT:	Thabo Mofutsanyana	
NAME OF LOCAL OFFICE:	Senekal	
NAME OF MUNICIPALITY:	Setsoo	
WARD NUMBER:	10	
ICROP VENUE:	Magheleg Open Field Ficksburg	
DATE OF EVENT:	26-May-17	
SASSA CONTACT PERSON AND CONTACT DETAILS:	Phathi Vlakazi - 082 504 5727	
SERVICES PROVIDED	QUANTITY TICK COMMENTS	
TENT	5 ✓	
CHAIRS	1,000 ✓	
TOILETS	6 ✓	
RECTANGULAR TABLES	25 ✓	
ROUND TABLES	5 ✓	
TABLE CLOTH	30 ✓	
WATER	1,500 ✓	
GENERATOR	2 ✓	
TRANSPORT	0 ✓	
CATERING OFFICIALS	80 ✓	Breakfast arrived at 12:00, Lunch arrived at 15:00
CATERING BENEFICIARIES	1,000 ✓	
PA SYSTEM	0 ✓	
NAME AND SURNAME OF LOCAL MANAGER:	Sithamba Ramunana	
SIGNATURE:	<i>[Signature]</i>	
DATE:	2017/05/16	
NAME AND SURNAME OF DISTRICT MANAGER:	P. Vlakazi	
SIGNATURE:	<i>[Signature]</i>	
DATE:	2017-06-06	
NAME AND SURNAME OF GM GRANTS ADMIN:	NOTSHEA MAREKA	
SIGNATURE:	<i>[Signature]</i>	
DATE:	07.06.2017	
WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN		

South African Social Security Agency

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Eastern Cape

NAME OF DISTRICT: OR Tambo District

NAME OF LOCAL OFFICE: Mthatha Local Office

NAME OF MUNICIPALITY: King Sabata Dalindyebo

WARD NUMBER: Ward 4

ICROP VENUE: Zimbabwe

DATE OF EVENT: 09-May-17

SASSA CONTACT PERSON AND CONTACT DETAILS: Ms Normandiso Solidat : 082 539 6267

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	1000			
TOILETS	4			
RECTANGULAR TABLES	14			No flush toilets were provided as per specification
ROUND TABLES	6			
TABLE CLOTH	10			
WATER	1000			6 for round & 4 for rectangular tables
GENERATOR	1			
TRANSPORT	Nil			
CATERING OFFICIALS	180			
CATERING BENEFICIARIES	820			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Ms Phisoa Mapema

SIGNATURE: [Signature]

DATE: 22/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: Mr Zithule Gilbert Mpetini

SIGNATURE: [Signature]

DATE: 08/06/2017

NAME AND SURNAME OF GRA GRANTS ADMIN: V. TOYO

SIGNATURE: [Signature]

DATE: 08/06/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE.



South African Social Security Agency

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Eastern Cape
 NAME OF DISTRICT: OR Tembo District
 NAME OF LOCAL OFFICE: Libode Local Office
 NAME OF MUNICIPALITY: Nyandeni Municipality
 WARD NUMBER: Ward 4
 ICROP VENUE: Makhoyana
 DATE OF EVENT: 11-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: Ms Nomsundiso Sisdani : 082 539 6267

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	1000			
TOILETS	4			
RECTANGULAR TABLES	14			No flush toilets were provided as per specification
ROUND TABLES	6			
TABLE CLOTH	10			
WATER	1000			6 for round & 4 for rectangular tables
GENERATOR	1			
TRANSPORT	20			
CATERING OFFICIALS	180			
CATERING BENEFICIARIES	820			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Mr. Sibusiso Pany
 SIGNATURE: [Signature]
 DATE: 2017/05/28
 NAME AND SURNAME OF DISTRICT MANAGER: Mr. Zalisile Gilbert Mofeni
 SIGNATURE: [Signature]
 DATE: 08/06/2017

NAME AND SURNAME OF GRANTS ADMIN: V. 7070
 SIGNATURE: [Signature]
 DATE: 08/06/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.



Postal Address:
PO BOX 661, Randpark Ridge, 2156

Physical Address:
Unit 11 Washington Business Park
Suttie Road Inside Royal Palm Business Estate
Midrand

1683

Contacts:
Tel: 011 805 0724
Cell: 076 100 9209/ 061 464 8762
Email: maqu@azandegroup.co.za / azandegroup@gmail.com

SOUTH AFRICAN SOCIAL SECURITY AGENCY
SASSA HOUSE
501 PRODINSA BUILDING
CNR STEVE BIKO AND PRETORIUS STREETS

ICROP PERIOD - MAY 2017

Item No	Province	Date	District	Local Municipality	Ward	Targeted area
1	Kwa-Zulu-Natal	May 02 2017	Midlands	Nquthu	2	Esiutshane ✓
		May 03 2017	Midlands	Dundee	5	Mpumelelo ✓
		May 05 2017	Mzinyathi	Kranskop	12	KwaDolo ✓
		May 08 2017	Mzinyathi	Greytown	14	Ngome ✓
		May 10 2017	Mzinyathi	Msinga	2	Gujane ✓
		May 12 2017	Mzinyathi	Msinga	8	Nteneshane ✓
		May 15 2017	Durban	Ndwedwe	8	Esidumbini ✓
		May 16 2017	Midlands	Nquthu	15	Emkhonjane ✓
		May 17 2017	Midlands	Bergville	14	Maswazini ✓
		May 17 2017	Durban	Ndwedwe	13	Msunduze: L Sport ✓
		May 19 2017	Durban	Mandeni	8	Lambothi ✓
		May 19 2017	Midlands	Nquthu	6	Nondweni ✓
		May 22 2017	Midlands	Ezakheni	30	Oqungwini ✓
		May 22 2017	Durban	Mandeni	9	Emacambini ✓
		May 23 2017	Midlands	Bergville	3	Ngoba ✓
		May 24 2017	Durban	Mandeni	16	Isthebe ✓
		May 24 2017	Midlands	Uthukela	34	Tholeni ✓
		May 26 2017	Midlands	Ladysmith	26	Bluebank ✓

	May 26 2017	Durban	Maphumulo	9	Mambedu ✓
	May 29 2017	Midlands	Uthukela	1	Mnyangweni ✓
	May 30 2017	Midlands	Uthukela	5	Sondlwana
	May 30 2017	Durban	Maphumulo	6	Nombokojwana ✓
	May 31 2017	Midlands	Uthukela	3	Tatane ✓

Province	Date	District	Local Municipality	Ward	Targeted area
2 Northern cape	May 02 2017	Frances Baard	Dikgatong	30902005	Gong Gong ✓
	May 04 2017	Namaqua	Kamiesberg	30604001	Hondeklipbaai ✓
	May 05 2017	JOHN TAOLO GAETSEWE	JOE MOROLONG	34501013	Piet&sham ✓
	May 09 2017	ZF MCGAWU	David Kruijer	30807011	Kalksloot ✓
	May 10 2017	JOHN TAOLO GAETSEWE	Gasegonyana	34502008	Bathoros ✓
	May 12 2017	Namaqua	Nama Khoi	30602003	Goodhouse ✓
	May 19 2017	PIXLEY KA SEME	SIYANCUMA	30708006	Belmond ✓
	May 23 2017	ZF MCGAWU	Khai Garib	30802007	Friersdale ✓
	May 26 2017	PIXLEY KA SEME	Kareeberg	30704003	Vosburg ✓
Province	Date	District	Local Municipality	Ward	Targeted area
3 Mpumalanga	May 17 2017	Gert Sibande	Govan Mbeki	7,8,9,10,11,12,13,	Embalenhle ✓
	May 18 2017	Nkangala	Emalahleni	3	Ext 11 Kwaguqa ✓
	May 19 2017	Ehlanzeni	Thaba Chweu	6	Dientjie ✓
	May 24 2017	Bushbuckridge	Oakley	25 & 35	Huntington ✓
	May 25 2017	Ehlanzeni	Mbombela	24	Spelanyane ✓
	May 25 2017	Bushbuckridge	Thulamahashe	33	Utah ✓
	May 26 2017	Ehlanzeni	Nkomazi	13	Mbuzini ✓
	May 31 2017	Gert Sibande	Mkhondo	15	Mithombe ✓

Province	Date	District	Local Municipality	Ward	Targeted area
4 Limpopo	May 12 2017	Capricorn	Thabamoopo	23	Seleteng ✓
	May 18 2017	Mopani	Givani	3	Ndengeza ✓
	May 24 2017	Vhembe	Makwarela	26	Ha-Luvhimbi ✓

Province	Date	District	Local Municipality	Ward	Targeted area
5 Eastern Cape	May 04 2017	Joe Gqabi	Mount Fletcher	8	Kete Kete Village ✓
	May 04 2017	Amathole	Idutywa	5	Bolotwa ✓
	May 16 2017	Amathole	Butterworth	8	Mgomanzi R6 ✓
	May 18 2017	Joe Gqabi	Sterkspruit	5,6 & 17	Stayterville sport ✓
	May 23 2017	Chris Hansi	Lady Frere	2	Bengu Community Hall ✓
	May 25 2017	Alfred Nzo	Mt Frere	12	Glenhole (Nijijini Village) ✓

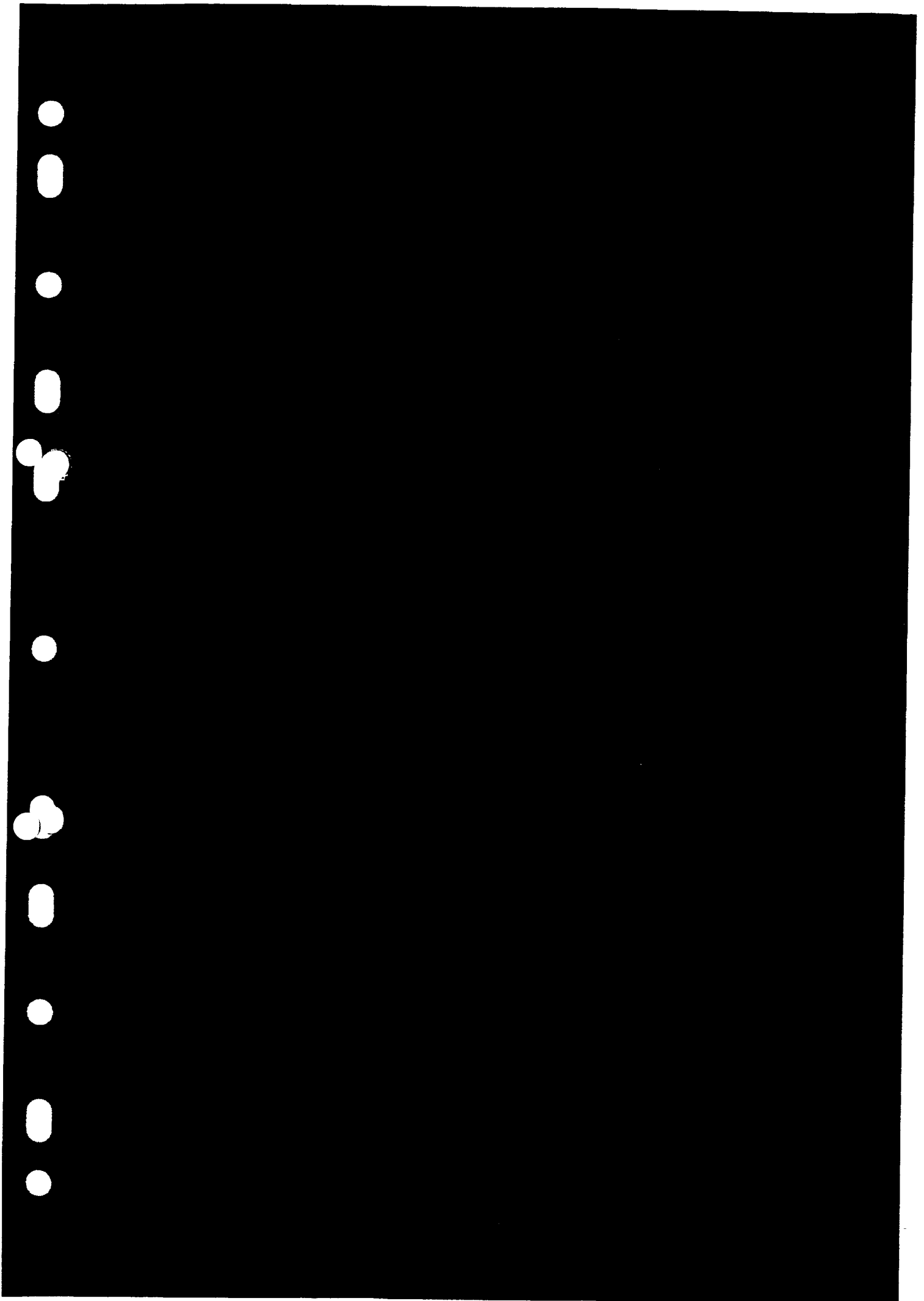
	May 31 2017	Joe Gqabi	Maclear	16	Etyeni A/A ✓
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Province	Date	District	Local Municipality	Ward	Targeted area
6 Gauteng	May 12 2017	North Rand	Pretoria	2	Wolmer, Pretoria North ✓
	May 12 2017	West Rand	Kagiso	1,2 & 35	Rietvallei 1 ✓
	May 19 2017	West Rand	Randfontein	29	Bekkersdal ✓
	May 19 2017	Ekurhuleni	Kathorus	52	Thokoza ✓
	May 24 2017	North Rand	Ga rankuwa	19	Wintenveldt ✓
	May 25 2017	Sedibeng	Evaton	24	Evaton west ✓
	May 25 2017	Johannesburg	Johannesburg	65	George Goch ✓
	May 26 2017	West Rand	Roodeport	49	Slovoville ✓
	May 30 2017	Sedibeng	Vereeniging	15	Leeuhof ✓

Province	Date	District	Local Municipality	Ward	Targeted area
7 North West	May 10 2017	Bojanala	Kgetieng Lo	1	Borolelo ✓
	May 13 2017	Dr Ruth Mompoti	G Taung	22	Mimuthla ✓
	May 20 2017	Ngaka Modiri Molema	Ditsobotla	13	Ga-Motlatla village ✓
	May 26 2017	Dr Kenneth Kaunda	Matlosana	1	Werda Farm ✓
	May 27 2017	Dr Kenneth Kaunda	409 Ventersdorp	8	Marikana ✓

Province	Date	District	Local Municipality	Ward	Targeted area
8 Free State	May 18 2017	Mangaung Metro	Botshabelo	32	Sections C,E ✓
	May 25 2017	Xhariep	Kopanong	4	Trompsburg ✓
	May 26 2017	Fezile Dabi	Ngwathe	3	Parys ✓

Total number of ICROP conducted by Azande : 67



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South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDI

NAME OF THE REGION: Eastern Cape Region
 NAME OF DISTRICT: Joe Gqabi
 NAME OF LOCAL OFFICE: Mt Fletcher Local Office
 NAME OF MUNICIPALITY: Elandshoek Municipality
 WARD NUMBER: B 7&76
 ICROP VENUE: Thabakama - Kelelele Admin Area
 DATE OF EVENT: 04/03/2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: (400)32017

SERVICES PROVIDED

ITEM	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	2	18,950.00		1x500 Marquee Tent & 2x2 pole tent with stand includes round/rectangular
CHAIRS	600			600 Chairs confirmed
TOILETS	10	11,840.00		8 Ordinary toilets 2 for VIP's
RECTANGULAR TABLES	10			10 Tables provided
ROUND TABLES	10			20 Table cloths provided
TABLE CLOTH	20			500 ml soft water provided
WATER	20			1 Generator was provided
GENERATOR	600			9 Tables provided
TRANSPORT	1			100 Calling for officials breakfast and lunch which includes water
CATERING OFFICIALS	10			PA system was provided
CATERING BENEFICIARIES	100	18,000.00		
PA SYSTEM	500	41,750.00		
THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND IN LINE WITH THE SPECIFICATION	1	9,500.00		

NAME AND SURNAME OF LOCAL OFFICE MANAGER: S. Shoi
 SIGNATURE: [Signature]
 DATE: 07/03/2017

NAME AND SURNAME OF DISTRICT MANAGER: Suwone Ramkhalala
 SIGNATURE: [Signature]
 DATE: 07/03/2017

NAME AND SURNAME OF LOCAL OFFICE MANAGER: V. 7676
 SIGNATURE: [Signature]
 DATE: 07/03/2017

NOTE: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Eastern Cape
 NAME OF DISTRICT: Searh Barmant
 NAME OF LOCAL OFFICE: Willomore
 NAME OF MUNICIPALITY: Dr Beyers Naude
 WARD NUMBER: 12 and 13
 ICROP VENUE: Seyderville
 DATE OF EVENT: 18-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: T Gola - 0839435844

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	4			
CHAIRS	539			
TOILETS	3			
RECTANGULAR TABLES	20			
ROUND TABLES	0			
TABLE CLOTH	20			
WATER	850			
GENERATOR	1			1 Taxi, and 1 construction truck
TRANSPORT	2			50 Breakfast
CATERING OFFICIALS				
CATERING BENEFICIARIES	30	Lunch packs		
PA SYSTEM	793			
THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.				
NAME AND SURNAME OF LOCAL MANAGER: <u>T Gola</u>			NAME AND SURNAME OF GM GRANTS ADMIN: <u>V. Tsoyo</u>	
SIGNATURE: <u>[Signature]</u>			SIGNATURE: <u>[Signature]</u>	
DATE: <u>05/06/2017</u>			DATE: <u>07/06/2017</u>	
NAME AND SURNAME OF DISTRICT MANAGER: <u>[Signature]</u>				
SIGNATURE: <u>[Signature]</u>				
DATE: <u>05/06/2017</u>				
WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN				
NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.				

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: EASTERN CAPE
 NAME OF DISTRICT: CHRIS HANI DISTRICT
 NAME OF LOCAL OFFICE: LADY FRERE LOCAL OFFICE
 NAME OF MUNICIPALITY: EMELATHLENI LOCAL MUNICIPALITY
 WARD NUMBER: WARD 2
 ICROP VENUE: BENGU VILLAGE
 DATE OF EVENT: 23-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: L. Jam Jam 079 489 4914

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			1x3 pole for event, 1 x 2 pole Services on Wheels, 1 small for preparation of food
CHAIRS	650			150 for VIP and 500 for beneficiaries
TOILETS	4			2 VIP and 2 Clients, with Toilet papers
RECTANGULAR TABLES	20			Tables to be used for stage and services on wheels
ROUND TABLES	15			15x 10 seater Tables for VIP Lunch with decoration
TABLE CLOTH	20			Table cloth for stage and tables for services on wheels
WATER	650			650 X 500ml water bottles
GENERATOR	1			Generator
TRANSPORT	300			300 people were transported to the venue from surrounding villages (Quthubeni, Thafeni, Breakfast and Lunch for Officials
CATERING OFFICIALS	150			Two Fruit and Lunch for 500 Beneficiaries
CATERING BENEFICIARIES	500			
PA SYSTEM	1			1 PA System with 4 Speakers and 3 Mics

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: L. Jam Jam
 SIGNATURE:
 DATE: 02 June 2017

NAME AND SURNAME OF DISTRICT MANAGER:
 SIGNATURE:
 DATE: 07/06/17

NAME AND SURNAME OF GN GRANTS ADMIN: V. Xoto
 SIGNATURE:
 DATE: 07/06/17

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER:

NAME OF THE REGION: EASTERN CAPE
 NAME OF DISTRICT: AMATHOLE
 NAME OF LOCAL OFFICE: BUTTERWORTH
 NAME OF MUNICIPALITY: MNOJUMA
 WARD NUMBER: 8
 ICROP VENUE: NGOMANZI RB
 DATE OF EVENT: 16 May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: NOYIKA 047 401 5454/ 071 7726 485

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3		3	
CHAIRS	400		400	goods/services were supplied, satisfactory
TOILETS	5		5	goods/services were supplied, satisfactory
RECTANGULAR TABLES	10		10	goods/services were supplied, satisfactory
ROUND TABLES	10		10	goods/services were supplied, satisfactory
TABLE CLOTH	20		20	goods/services were supplied, satisfactory
WATER	400		400	goods/services were supplied, satisfactory
GENERATOR	1		1	goods/services were supplied, satisfactory
TRANSPORT	10		10	goods/services were supplied, satisfactory
CATERING OFFICIALS	50		50	goods/services were supplied, satisfactory
CATERING BENEFICIARIES	420		420	goods/services were supplied, satisfactory
PA SYSTEM	1		1	goods/services were supplied, satisfactory

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: NOYIKA Z.C
 SIGNATURE: *[Signature]*
 DATE: 2017/08/02

NAME AND SURNAME OF DISTRICT MANAGER: V. FORD
 SIGNATURE: *[Signature]*
 DATE: 21/08/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE

South African Social Security Agency

sassa

ANNEXTURE A: SERVICE REQUEST FORM

NAME OF THE REGION: Eastern Cape

NAME OF DISTRICT: Amathole

NAME OF LOCAL OFFICE: Botrys

NAME OF MUNICIPALITY: Matheke

WARD NUMBER: 6

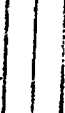
CROP VENDOR: 6

DATE OF EVENT: 04-May-17

SASSA CONTACT PERSON AND CONTACT DETAILS: Botrys
Burrito A. & 082 802 4854

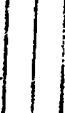
SERVICES PROVIDED	QUANTITY	TICK	COMMENTS
TENT	3	/	goods/services were supplied, satisfactory
CHAIRS	500	/	goods/services were supplied, satisfactory
FOLETS	5	/	goods/services were supplied, satisfactory
RECTANGULAR TABLES	10	/	goods/services were supplied, satisfactory
ROUND TABLES	10	/	goods/services were supplied, satisfactory
TABLE CLOTH	20	/	goods/services were supplied, satisfactory
WATER	200	/	goods/services were supplied, satisfactory
GENERATOR	1	/	goods/services were supplied, satisfactory
TRANSPORT	15	/	goods/services were supplied, satisfactory
CATERING OFFICIALS	100	/	goods/services were supplied, satisfactory
CATERING BENEFICIARIES	200	/	goods/services were supplied, satisfactory
PA SYSTEM	1	/	goods/services were supplied, satisfactory

NAME AND SURNAME OF LOCAL MANAGER: Burrito A.

SIGNATURE: 

DATE: 08/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: L. M. MASASHO

SIGNATURE: 

DATE: 08/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: EASTERN CAPE
 NAME OF DISTRICT: ALFRED NZO
 NAME OF LOCAL OFFICE: MT FRERE LOCAL OFFICE
 NAME OF MUNICIPALITY: UMZIMVUBU LOCAL MUNICIPALITY
 WARD NUMBER: 23
 ICROP VENUE: GLEN HOPE
 DATE OF EVENT: 25-May-17
 SASSA CONTACT PERSON AND CONTACT DETAIL: V. PANGWA 392548250

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	2	R 4,000	R 8,000	Goods were supplied satisfactory
CHAIRS	800	R 8	R 6,400	Goods were supplied satisfactory
TOILETS	3	R 1,986.67	R 5,960	Goods were supplied satisfactory
RECTANGULAR TABLES	10	R 120	R 1,200	Goods were supplied satisfactory
ROUND TABLES	10	R 300	R 3,000	Goods were supplied satisfactory
TABLE CLOTH	0	0	0	Goods were supplied satisfactory
GENERATOR	1	R 800	R 800	Good were supplied satisfactory
TRANSPORT	8	2000	12000	4 Taxis were requested but 6 panel vans were supplied by Azande
CATERING OFFICIALS	140	R 62.50	R 8,750	Breakfast for 40 official and lunch for 100 officials and bottled water was supplied satisfactory.
CATERING BENEFICIARIES	500	R 90	R 45,000	500 for lunch, 500 fruit packs and 500 bottles of water.
PA SYSTEM, STAGE AND DECOR	3	R 3,793.79	R 11,381.37	Goods and Services were rendered satisfactory.
ENTERTAINMENT GROUPS	1	R 3,500	R 3,500	2 Groups were requested by only one group showed up and performed

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 26/5/2017

NAME AND SURNAME OF DISTRICT MANAGER: MSUTWANA N
 SIGNATURE: *[Signature]*
 DATE: 07/06/2017

NAME AND SURNAME OF ASSISTANT ADMIN: V. Pangwa
 SIGNATURE: *[Signature]*
 DATE: 26/5/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.



Free state

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Free State
 NAME OF DISTRICT: Fezile Dabi
 NAME OF LOCAL OFFICE: Kroonstad
 NAME OF MUNICIPALITY: Ngwatho
 WARD NUMBER: 11.12.13
 ICROP VENUE: Turnahole Community Hall
 DATE OF EVENT: 26-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: Nathi Mgomezulu - 072 431 5577

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0			
CHAIRS	0			
TOILETS	0			
RECTANGULAR TABLES	0			
ROUND TABLES	0			
TABLE CLOTH	0			
WATER	660			
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	80			
CATERING BENEFICIARIES	500			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: R.N. Mgomezulu
 SIGNATURE: *R.N. Mgomezulu*
 DATE: 26.05.2017

NAME AND SURNAME OF DISTRICT MANAGER: N.T. Tshane
 SIGNATURE: *N.T. Tshane*
 DATE: 07.06.2017

NAME AND SURNAME OF GM GRANTS ADMIN: MOTHUSA MALEKA
 SIGNATURE: *MOTHUSA MALEKA*
 DATE: 07.06.2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Free State
 NAME OF DISTRICT: Mangaung Metro
 NAME OF LOCAL OFFICE: Botshabelo
 NAME OF MUNICIPALITY: Botshabelo
 WARD NUMBER: 32
 ICROP VENUE: Westheia, Block F
 DATE OF EVENT: 18-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: Sascha Shabe - 078 883 5418

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	2	Azande		Satisfied
CHAIRS	700	Azande		Satisfied
TOILETS	4	Azande		Satisfied
RECTANGULAR TABLES	8	Azande		Satisfied
ROUND TABLES	8	Azande		Satisfied
TABLE CLOTH	18	Azande		Satisfied
WATER	700	Azande		Satisfied
GENERATOR	1	Azande		N/A
TRANSPORT	0	Azande		Satisfied
CATERING OFFICIALS	100	Azande		Satisfied
CATERING BENEFICIARIES	600	Azande		Satisfied
PA SYSTEM	1	Azande		Satisfied

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Mr S Shabe
 SIGNATURE: *[Signature]*
 DATE: 05-06-2017

NAME AND SURNAME OF DISTRICT MANAGER: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 07-06-2017

NAME AND SURNAME OF GM GRANTS ADMIN: NOTSHEA. MALEKA
 SIGNATURE: *[Signature]*
 DATE: 07-06-2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.



sassa

South African Social Security Agency

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Free State

NAME OF DISTRICT: Xhariep

NAME OF LOCAL OFFICE: Trompsburg

NAME OF MUNICIPALITY: Kopanong

WARD NUMBER: 4

ICROP VENUE: Mdikgetla Community Hall Trompsburg

DATE OF EVENT: 25-May-17

SASSA CONTACT PERSON AND CONTACT DETAILS: Motsamai Mchijoa 082 5462 537

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0			
CHAIRS	0			
TOILETS	3			
RECTANGULAR TABLES	0			
ROUND TABLES	0			
TABLE CLOTH	0			
WATER	350			
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	50			
CATERING BENEFICIARIES	250			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: MORAME MASEKA

SIGNATURE: *[Signature]*

DATE: 2017/05/16

NAME AND SURNAME OF DISTRICT MANAGER: KEM MUKHLOBI

SIGNATURE: *[Signature]*

DATE: 2017/05/16

NAME AND SURNAME OF GRANTS ADMIN: MOTSHEU, MASEKA

SIGNATURE: *[Signature]*

DATE: 2017/05/17

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.



GP

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF IROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Gauteng
 NAME OF DISTRICT: West Rand
 NAME OF LOCAL OFFICE: Randfontein/Bakkersdal
 NAME OF MUNICIPALITY: Rand West City
 WARD NUMBER: 29
 ICROP VENUE: Hoburnia Sport Ground
 DATE OF EVENT: 2017/05/19
 SASSA CONTACT PERSON AND CONTACT DETAILS: Nozizwe PH (011)278-9273

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	200			
TOILETS	3			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	200			
GENERATOR	1			
TRANSPORT	0			
CATERING OFFICIALS	50		0	
CATERING BENEFICIARIES	200			
PA SYSTEM	1			
VENUE HIRE	0			

NAME AND SURNAME OF LOCAL MANAGER: Nozizwe PH
 SIGNATURE: [Signature]
 DATE: 2017.05.22
 NAME AND SURNAME OF DISTRICT MANAGER: Nomonde Thobela
 SIGNATURE: [Signature]
 DATE: 2017.05.28
 NAME AND SURNAME OF GRANT'S ADMIN: SETHIWA MATHEU
 SIGNATURE: [Signature]
 DATE: 21/05/17

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF FROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Gauteng
 NAME OF DISTRICT: North Rand
 NAME OF LOCAL OFFICE: Gs-Rentleng
 NAME OF MUNICIPALITY: Tshwane
 WARD NUMBER: 19
 ICROP VENUE: Waterhoek Multipurpose Hall
 DATE OF EVENT: 24-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: Manager: Ms F Tshabe - 071 361 0264

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	100			
TOILETS	4			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	0			
WAITER	90M			
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	70 packs			
CATERING BENEFICIARIES	150 packs			
PA SYSTEM	0			
VENUE HIRE	0			

NAME AND SURNAME OF LOCAL MANAGER (EVALUATOR): No drinks provided
 SIGNATURE: [Signature]
 DATE: 2017-05-25

NAME AND SURNAME OF DISTRICT MANAGER: M R kgqinane
 SIGNATURE: [Signature]
 DATE: 24 May 2017

NAME AND SURNAME OF SASSA GRANTS ADMIN: [Signature]
 SIGNATURE: [Signature]
 DATE: 26/5/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF IROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Gauteng

NAME OF DISTRICT: West Rand

NAME OF LOCAL OFFICE: Rooibospoort

NAME OF MUNICIPALITY: Johannesburg

WARD NUMBER: Slovoville - 53

ICROP VENUE: Slovoville Community Hall

DATE OF EVENT: 26 May 17

SASSA CONTACT PERSON AND CONTACT DETAILS: Hendrick Modise - 082 471 5900

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS				
TOILETS	500			
RECTANGULAR TABLES	1			
ROUND TABLES	30			
TABLE CLOTH				
WATER				
GENERATOR	540			
TRANSPORT				
CATERING OFFICIALS	280			
CATERING BENEFICIARIES	60			54 Thubelisha, 84 Sunrise Park, 30 Dobsonville Gardens, 38 Island and 74 Lufherung
PA SYSTEM	480			
VENUE HIRE	1			

NAME AND SURNAME OF LOCAL MANAGER: Hendrick Modise

SIGNATURE: [Signature]

DATE: 30 May 2017

NAME AND SURNAME OF DISTRICT MANAGER: Nomonde Thobela

SIGNATURE: [Signature]

DATE: 26.05.17

NAME AND SURNAME OF GEM GRANTS ADMIN: SHANTON HAZELTON

SIGNATURE: [Signature]

DATE: 21/6/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: GAUTENG
 NAME OF DISTRICT: SEDIBENG
 NAME OF LOCAL OFFICE: VERENIGING
 NAME OF MUNICIPALITY: MIDVAL
 WARD NUMBER: 15
 ICROP VENUE: LEEUHOFF
 DATE OF EVENT: 30-May-17
 BASSA CONTACT PERSON AND CONTACT DETAILS:

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0		0	
CHAIRS	50		50	Was not requested
TOILETS	0		0	Was not requested
RECTANGULAR TABLES	10		10	Was not requested
ROUND TABLES	0		0	Was not requested
TABLE CLOTH	10		10	Was not requested
WATER	310		310	Was not requested
GENERATOR	0		0	Was not requested
TRANSPORT	0		0	Was not requested
CATERING OFFICIALS	80		80	Was not requested
CATERING BENEFICIARIES	250		250	
PA SYSTEM	1		1	

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF BILL MANAGER: SIPHO KUBAYI
 SIGNATURE: [Signature]
 DATE: 02 JUNE 2017

NAME AND SURNAME OF DISTRICT MANAGER: ANDREW MASUKU
 SIGNATURE: [Signature]
 DATE: 02 JUNE 2017

NAME AND SURNAME OF GM GRANTS ADMIN: SITHOLEZI HADZILE
 SIGNATURE: [Signature]
 DATE: 21/6/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Gauteng

NAME OF DISTRICT: Johannesburg

NAME OF LOCAL OFFICE: Johannesburg

NAME OF MUNICIPALITY: City of Joburg

WARD NUMBER: 85

ICROP VENUE: Jeppestown Bertha Solomon Recreation Centre

DATE OF EVENT: 25-May-17

SASSA CONTACT PERSON AND CONTACT DETAILS: Mr P.B. Miyambo - 079-953-7170

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS	200			
TOILETS	2			
RECTANGULAR TABLES	30			
ROUND TABLES				
TABLE CLOTH	35			
WATER	500			
GENERATOR				
TRANSPORT	1			
CATERING OFFICIALS	70			
CATERING BENEFICIARIES	350			
PA SYSTEM	1			
VENUE HIRE	1			

NAME AND SURNAME OF LOCAL MANAGER: Paul Bandi Miyambo

SIGNATURE: *[Signature]*

DATE: 26/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: Mrs Susan Lemmer

SIGNATURE: *[Signature]*

DATE: 29/05/2017

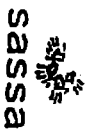
NAME AND SURNAME OF GM GRANTS ADMIN: *[Signature]*

SIGNATURE: *[Signature]*

DATE: 29/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

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ANNEXTURE B: CONFIRMATION OF IROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Gauteng
 NAME OF DISTRICT: Westrand
 NAME OF LOCAL OFFICE: Kapso Local office
 NAME OF MUNICIPALITY: Mogale City
 WARD NUMBER: 1, 2 and 35
 IROP VENUE: Plotvallei 1 (Shamwili)
 DATE OF EVENT: 20170512
 SASSA CONTACT PERSON AND CONTACT DETAIL \$:

SERVICES PROVIDED	QUANTITY/ITEM	COST	TOTAL	COMMENTS
TENT	1			✓
CHAIRS				
TOILETS				
RECTANGULAR TABLES				
ROUND TABLES	10			✓
TABLE CLOTH				
WATER		350		
GENERATOR	1			✓
TRANSPORT				
CATERING OFFICIALS		80		
CATERING BENEFICIARIES		350		✓
PA SYSTEM				✓
VENUE HIRE	1			✓

NAME AND SURNAME OF LOCAL MANAGER: Dineso lekalaka
 SIGNATURE: *[Signature]*
 DATE: 2017/05/15
 NAME AND SURNAME OF DISTRICT MANAGER: M. G. R. R. R.
 SIGNATURE: *[Signature]*
 DATE: 2017.05.17
 NAME AND SURNAME OF GM GRANTS ADMIN: S. H. H. H.
 SIGNATURE: *[Signature]*
 DATE: 22/5/2017
 WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: GAUTENG
 NAME OF DISTRICT: SEDIBENG
 NAME OF LOCAL OFFICE: MAFATSANE (EVATON)
 NAME OF MUNICIPALITY: EMFULENI
 WARD NUMBER: 24
 ICROP VENUE: EVATON WEST COMMUNITY HALL
 DATE OF EVENT: 25-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: MOKONE KOLOKO 0165896602/0736009780

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0			
CHAIRS	230	✓		
TOILETS	2	✓		
RECTANGULAR TABLES	10	✓		
ROUND TABLES	0			
TABLE CLOTH	10	✓		
WATER	230	✓		
GENERATOR	1	✓		
TRANSPORT	0			
CATERING OFFICIALS	30	✓		
CATERING BENEFICIARIES	200	✓		
PA SYSTEM	1	✓		

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: P. SHABANA HADJLEY
 SIGNATURE: [Signature]
 DATE: 8/6/2017

NAME AND SURNAME OF SIM GRANTS ADMIN: P. SHABANE FERIS
 SIGNATURE: [Signature]
 DATE: 8/6/2017

NAME AND SURNAME OF DISTRICT MANAGER: P. SHABANA HADJLEY
 SIGNATURE: [Signature]
 DATE: 8/6/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF IROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Gauteng
 NAME OF DISTRICT: Ekurhuleni
 NAME OF LOCAL OFFICE: Tembisa
 NAME OF MUNICIPALITY: Ekurhuleni
 WARD NUMBER: Ward 89
 ICROP VENUE: L & J Farm
 DATE OF EVENT: 02-Jun-17
 SASSA CONTACT PERSON AND CONTACT DETAIL: _____

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	2			
CHAIRS	350			9m x 15m and 3m x 5m
TOILETS	4			1 paraplegic toilet with flashing system and 3 normal toilets
RECTANGULAR TABLES	20			
ROUND TABLES	None			
TABLE CLOTH	20			
WATER	600			
GENERATOR	1			
TRANSPORT	None			
CATERING OFFICIALS	100			x1 quarter chicken (rainbow), x1 butter roll, 100% juice different flavours (cans 330ml),
CATERING BENEFICIARIES	400			x1 quarter chicken (rainbow), x1 butter roll, 400 cans 100% juice different flavours (cans 330 ml)
PA SYSTEM	1			
VENUE HIRE	None	R 1 560		

NAME AND SURNAME OF LOCAL MANAGER: Thabo Saul
 SIGNATURE: [Signature]
 DATE: 07/06/2017
 NAME AND SURNAME OF DISTRICT MANAGER: Khulu Mbuluze
 SIGNATURE: [Signature]
 DATE: 07/06/2017
 NAME AND SURNAME OF GM, GRANTS ADMIN: M Ntshong
 SIGNATURE: [Signature]
 DATE: 08/06/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF IROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Gauteng
 NAME OF DISTRICT: North Rand
 NAME OF LOCAL OFFICE: Pretoria
 NAME OF MUNICIPALITY: Tshwane
 WARD NUMBER: 1
 ICROP VENUE: Wolmer
 DATE OF EVENT: 12 May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: S Saka 0826615041

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1	1	1	1 tent was provided
CHAIRS	270	270	270	270 chairs was provided
TOILETS	3	3	3	3 toilets was provided
RECTANGULAR TABLES	13	13	13	13 rectangular tables was provided
ROUND TABLES	0	0	0	0 round tables was provided
TABLE CLOTH	0	0	0	0 table cloth was provided
WATER	270	270	270	270 water was provided
GENERATOR	1	1	1	1 generator was provided
TRANSPORT	0	0	0	0 transport was provided
CATERING OFFICIALS	70	70	70	70 catering officials was provided
CATERING BENEFICIARIES	200	200	200	200 catering beneficiaries was provided
PA SYSTEM	0	0	0	0 pa system was provided
VENUE HIRE	0	0	0	0 venue hire was provided

NAME AND SURNAME OF LOCAL MANAGER: DEENA SAKA
 SIGNATURE: [Signature]
 DATE: 15/05/2017
 NAME AND SURNAME OF DISTRICT MANAGER: M G ESKANDER
 SIGNATURE: [Signature]
 DATE: 16/05/2017

NAME AND SURNAME OF GRANTS ADMIN: SHANTHA HAZLEW
 SIGNATURE: [Signature]
 DATE: 16/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

* Local office was not provided with a copies of instances.

Kzn

South African Social Security Agency

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE SASSA

NAME OF THE REGION: KwaZulu Natal
 NAME OF DISTRICT: Durban
 NAME OF LOCAL OFFICE: Nkwandwe
 NAME OF MUNICIPALITY: Nkwandwe
 WARD NUMBER: 13
 ICROP VENUE: Msunduzi J. Sport Field
 DATE OF EVENT: 17-May-17
 SASSA CONTACT PERSON AND CONTACT No: Thulile Gumede 083 4072 318

SERVICES PROVIDED	QUANTITIES	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	350			1 tent for 250 public, 2 additional for public catering and Department of Health Services
TOILETS	5			4 flushable toilets for the public, 1x2 flushable for staff and local leadership
RECTANGULAR TABLES	10			
ROUND TABLES				
TABLE CLOTH	10			
WATER	250			500ml soft water
GENERATOR	1			Industrial
TRANSPORT	8			minis
CATERING OFFICIALS	100			include local leadership
CATERING BENEFICIARIES	250			
PA SYSTEM	1			
LOUD HALLER	1			for mobilization

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 2017-05-17
 NAME AND SURNAME OF DISTRICT MANAGER: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 30/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN
 NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency

SIGNATURE: B. CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE SASSA
 NAME OF THE REGION: KwaZulu Natal
 NAME OF DISTRICT: Durban
 NAME OF LOCAL OFFICE: Mandeni
 NAME OF MUNICIPALITY: Mandeni
 WARD NUMBER: 16
 ICROP VENUE: Ibhude
 DATE OF EVENT: 24-May-17
 SASSA CONTACT PERSON AND CONTACT: Thulile Gumede 083 4072 318

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	350			1 tent for 250 public 2 additional for public catering and Department of Health Services
FOURTS	5			
RECTANGULAR TABLES	10			4 flushable toilets for the public 1x2 flushable fr staff and local leadership
ROUND TABLES				
TABLE CLOTH	10			
WATER	250			500ml soft water
GENERATOR	1			Industrial
TRANSPORT	8			taxi
CATERING OFFICIALS	100			include local leadership
CATERING BENEFICIARIES	250			
PA SYSTEM	1			
LOUD HALLER	1			for mobilization

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: M. Msimang
 SIGNATURE: *M. Msimang*
 DATE: 24/05/2017
 NAME AND SURNAME OF DISTRICT MANAGER: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 30/05/2017
 NAME AND SURNAME OF GM GRANTS ADMIN: A. Skenen
 SIGNATURE: *A. Skenen*
 DATE: 20/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NO. NO CORRECTION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE.

From: KWADUKUZA SOUDEV
 To: 0865204060
 31/05/2017 11:23 # 410 P.005/007

South African Social Security Agency

SASSA

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER / ZANDI			
NAME OF THE REGION:	KwaZulu Natal	SASSA	
NAME OF DISTRICT:	Durban		
NAME OF LOCAL OFFICE:	Mandeni		
NAME OF MUNICIPALITY:	Mandeni		
WARD NUMBER:	8		
ICROP VENUE:	Limbont		
DATE OF EVENT:	19-May-17		
SASSA CONTACT PERSON AND CONTACTS: Thule Gumede 083 4072 318			
SERVICES PROVIDED:	QUANTITY	ITEM COST	REMARKS
TENT	3		1 tent for 250 public 2 additional for public catering and Department of Health Services
CHAIRS	350		
TOILETS	5		4 flushable toilets for the public 1x2 flushable fr staff and local leadership
RECTANGULAR TABLES	10		
ROUND TABLES			
TABLE CLOTH	10		
WATER	250		500ml still water
GENERATOR	1		Industrial
TRANSPORT	8		taxi
CATERING OFFICIALS	100		include local leadership
CATERING BENEFICIARIES	250		
PA SYSTEM	1		
LOUD HALLER	1		for mobilization
THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.			
NAME AND SURNAME OF LOCAL MANAGER: <i>N. M. M. M.</i>		NAME AND SURNAME OF GM GRANTS ADMIN: <i>A. BAWER</i>	
SIGNATURE: <i>[Signature]</i>		SIGNATURE: <i>[Signature]</i>	
DATE: <i>19 05 2017</i>		DATE: <i>2017 05 20</i>	
NAME AND SURNAME OF DISTRICT MANAGER:			
SIGNATURE:			
DATE: <i>30/05/2017</i>			
WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN			
NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE.			

South African Social Security Agency

ANNEXURE B: CONFIRMATION OF LOCAL SERVICES RENDERED BY THE SERVICE PROVIDER. AZANDE SASSA

NAME OF THE REGION:	KwaZulu Natal	
NAME OF DISTRICT:	Durban	
NAME OF LOCAL OFFICE:	Mandeni	
NAME OF MUNICIPALITY:	Mandeni	
WARD NUMBER:	9	
ICROP VENUE:	Emacambini Multipurpose Centre	
DATE OF EVENT:	22 May 17	
SASSA CONTACT PERSON AND CONTACT No:	Thabile Gumede 083 4072 318	

SERVICES PROVIDED	QUANTITY	ITEM COST	FOR ALLOCATED COMMENTS
TENT	3		1 tent for 250 public 2 additional for public catering and Department of Health Services
CHAIRS	350		
TOILETS	5		4 flushable toilets for the public 1x2 flushable fr staff and local leadership
RECTANGULAR TABLES	10		
ROUND TABLES			
TABLE CLOTH	10		
WATER	250		500m roll water
GENERATOR	1		Industrial
TRANSPORT	8		banks
CATERING OFFICIALS	100		include local leadership
CATERING BENEFICIARIES	250		
PA SYSTEM	1		
LOUD HALLER	1		for mobilization

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: N. R. Makhacane AND SURNAME OF GRANTS ADMIN: A. Erasmus
 SIGNATURE: [Signature] SIGNATURE: [Signature]
 DATE: 23rd May 2017 DATE: 26/05/2017
 NAME AND SURNAME OF DISTRICT MANAGER: _____
 SIGNATURE: [Signature]
 DATE: 26/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN.
 NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE.

South African Social Security Agency



SASSA

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KwaZulu Natal
 NAME OF DISTRICT: Durban
 NAME OF LOCAL OFFICE: Maphumulo
 NAME OF MUNICIPALITY: Maphumulo
 WARD NUMBER: 9
 ICROP VENUE: Mamebodu
 DATE OF EVENT: 26-May-17
 SASSA CONTACT PERSON AND CONTACT LINE: Thulile Gumede 083 4072 318

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			1 lent for 250 public, 2 additional for public catering and Department of Health Services
CHAIRS	350			
TOILETS	5			4 flushable toilets for the public, 1x2 flushable fr staff and local leadership
RECTANGULAR TABLES	10			
ROUND TABLES				
TABLE CLOTH	10			
WATER	250			500ml still water
GENERATOR	1			Industrial
TRANSPORT	8			taxi
CATERING OFFICIALS	100			Include local leadership
CATERING BENEFICIARIES	250			
PA SYSTEM	1			
LOUD HAULER	1			for mobilization

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Justice Kanyisa
 SIGNATURE: [Signature]
 DATE: 26 May 2017

NAME AND SURNAME OF DISTRICT MANAGER: [Signature]
 SIGNATURE: [Signature]
 DATE: 20/05/2017

NAME AND SURNAME OF GM GRANTS ADMIN: A. Brown
 SIGNATURE: [Signature]
 DATE: 20/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency

SASSA

ANNEXTURE B: CONFIRMATION OF KROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KwaZulu Natal

NAME OF LOCAL OFFICE: Makhurulo

NAME OF MUNICIPALITY: Makhurulo

WARD NUMBER: 6

KROP VENUE: Madine

DATE OF EVENT: 30 May 17

SASSA CONTACT PERSON AND CONTACT No: Thula Gumede 083 4072 318

SERVICES PROVIDED	QUANTITY	ITEMS	TOTAL	COMMENTS
TENT	3			1 tent for 250 people, 2 additional for public catering and Department of Health Services
CHAIRS	350			
TOILETS	5			4 flushable toilets for the public, 1/2 flushable for staff and local leadership
RECTANGULAR TABLES	10			
ROUND TABLES				
TABLE CLOTH	10			
WATER	250			500ml soft water
GENERATOR	1			Industrial
TRANSPORT	8			taxi
CATERING OFFICIALS	100			include local leadership
CATERING BENEFICIARIES	220			
PA SYSTEM	1			
LOUD HULLER	1			for mobilization

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: *Thula Gumede*

SIGNATURE: *[Signature]*

DATE: *30 May 2017*

NAME AND SURNAME OF DISTRICT MANAGER:

SIGNATURE: *[Signature]*

DATE: *30/05/2017*

NAME AND SURNAME OF GM GRANTS ADMIN: *A. Beovet*

SIGNATURE: *[Signature]*

DATE: *20/05/17*

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CORRECTION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE

410 P.001/007

31/05/2017 11:16

To:08665204060

From:KWADUKUZA SOCDEV

South African Social Security Agency

SASSA

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KwaZulu Natal
 NAME OF LOCAL OFFICE: Durban
 NAME OF MUNICIPALITY: Ndwedwe
 WARD NUMBER: 8
 ICROP VENUE: Endumkhini
 DATE OF EVENT: 16-May-17
 SASSA CONTACT PERSON AND CONTACTING: Thuli Gurnode 083 4072 318

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			1 tent for 250 public, 2 additional for public catering and Department of Health Services
CHAIRS	350			
TOILETS	5			4 flushable toilets for the public, 1x2 flushable in staff and local leadership
RECTANGULAR TABLES	10			
ROUND TABLES				
TABLE CLOTH	10			
WATER GENERATOR	250			300ml fall water
TRANSPORT	1			Industrial taxis
CATERING OFFICIALS	0			
CATERING BENEFICIARIES	100			Include local leadership
PA SYSTEM	1			
LOUD HAILER	1			for mobilization

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 2017-05-15

NAME AND SURNAME OF DISTRICT MANAGER: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 2017/05/30

NAME AND SURNAME OF GRANTS ADMIN: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 2017/05/30

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NR: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

410 P.007/007

31/05/2017 11:25

To:0866204060

From:KWADUKUZA SOGDEV

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Kwa Zulu Natal
 NAME OF DISTRICT: Midlands
 NAME OF LOCAL OFFICE: Nqutu
 NAME OF MUNICIPALITY: Mahlabatheng
 WARD NUMBER: 2
 ICROP VENUE: Siluthane
 DATE OF EVENT: 02.05.2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: Bawile Mofokeng : 0810177625

SERVICES PROVIDED	QUANTITY	ITEM COST	COMMENTS
TENT	3		
CHAIRS	600		
TOILETS	5		
RECTANGULAR TABLES (WITH TABLE CLOTH)	10		
ROUND TABLES (WITH TABLE CLOTH)	nil		
WATER	500		
TRANSPORT	3		trans
PA SYSTEM	1		
ENTERTAINMENT GROUP	nil		
STAGE AND PODIUM WITH DECOR	nil		
CATERING OFFICIALS	100		
CATERING BENEFICIARIES	500		

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION REQUIRED.

NAME AND SURNAME OF LOCAL OFFICE MANAGER: Northwale Sibosana SIGNATURE: [Signature] DATE: 19/05/2017

NAME AND SURNAME OF GM GRANTS ADMIN: A. BARNET SIGNATURE: [Signature] DATE: 20/7/07/19

NAME AND SURNAME OF DEPUTY MANAGER: V. G. G. SIGNATURE: [Signature] DATE: 19/05/2017

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KWAZULU NATAL
 NAME OF DISTRICT: MIDLANDS
 NAME OF LOCAL OFFICE: DUNDEE
 NAME OF MUNICIPALITY: ENDUJENI
 WARD NUMBER: 04 & 05
 ICROP VENUE: MPUMELELO STADIUM
 DATE OF EVENT: 04 & 05 MAY 2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: SIMPHWE XABA 073 153 2011

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	450			
TOILETS	5			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	6			
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	350			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: S G XABA
 SIGNATURE:
 DATE: 06/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: E.S. GIBBS
 SIGNATURE:
 DATE: 20/05/17

NAME AND SURNAME OF GM GRANTS ADMIN: A. BANCHE
 SIGNATURE:
 DATE: 20/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN
 NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: ICZN

NAME OF DISTRICT: MIDLANDS

NAME OF LOCAL OFFICE: KRANSKOP

NAME OF MUNICIPALITY: UMVOTI

WARD NUMBER: WARD 12

ICROP VENUE: KWADOLU

DATE OF EVENT: 5-May-17

SASSA CONTACT PERSON AND CONTACT DETAILS:

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	400			
TOILETS	6			
RECTANGULAR TABLES	10			
ROUND TABLES	NIL			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	6			
CATERING OFFICIALS	100			5 TAXIS AND 1 BAKKIE
CATERING BENEFICIARIES	350			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: MA MATHOKE

SIGNATURE: *[Signature]*

DATE: 05 May 2017

NAME AND SURNAME OF DISTRICT MANAGER: CELLE G.S.

SIGNATURE: *[Signature]*

DATE: 2017/05/22

NAME AND SURNAME OF SIM GRANTS ADMIN: A. BAKKE

SIGNATURE: *[Signature]*

DATE: 2017/05/22

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KZN
 NAME OF DISTRICT: MIDLANDS
 NAME OF LOCAL OFFICE: GREYTOWN
 NAME OF MUNICIPALITY: UMVOTI
 WARD NUMBER: 14
 ICROP VENUE: INGOME
 DATE OF EVENT: 8/5/2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: KD BUTHELEZI 0810156173 /0795843454

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	450			
TOILETS	5			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	6			6 TAXIS PROVIDED INSTEAD OF 8 TAXIS
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	350			
LOUD HAILING	1			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY ALTHOUGH 8 TAXIS WERE PROVIDED INSTEAD OF 6 TAXIS.

NAME AND SURNAME OF LOCAL MANAGER: K.D. Buthelezi
 SIGNATURE: *[Signature]*
 DATE: 09-5-17

NAME AND SURNAME OF DISTRICT MANAGER: B.S. Cell
 SIGNATURE: *[Signature]*
 DATE: 18/05/17

NAME AND SURNAME OF GRANT ADMIN: A. Grover
 SIGNATURE: *[Signature]*
 DATE: 20/05/18

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KwaZulu Natal Region
 NAME OF DISTRICT: Midlands District Office
 NAME OF LOCAL OFFICE: Mthatha Local Office
 NAME OF MUNICIPALITY: Umzimnyathi Municipality
 WARD NUMBER: 2
 ICROP VENUE: Gumlane
 DATE OF EVENT: 10/6/2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: Sakele Zulu : 072 409 1377

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			/
CHAIRS	450			
TOILETS	5			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	6			
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	350			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.


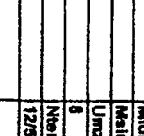

NAME AND SURNAM OF LOCAL MANAGER: SENEKELAMAZULU THULEBONA ZULU
 SIGNATURE: *[Signature]*
 DATE: 29 May 2017

NAME AND SURNAM OF DISTRICT MANAGER: FURICE COPE
 SIGNATURE: *[Signature]*
 DATE: 2017/07/31

NAME AND SURNAM OF GM GRANTS ADMIN: A. SIKOVIA
 SIGNATURE: *[Signature]*
 DATE: 2017/07/31

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE				
NAME OF THE REGION:	KwaZulu Natal Region			
NAME OF DISTRICT:	Midlands District Office			
NAME OF LOCAL OFFICE:	Malinga Local Office			
NAME OF MUNICIPALITY:	Umzinyathi Municipality			
WARD NUMBER:	8			
ICROP VENUE:	Neneahane			
DATE OF EVENT:	12/07/2017			
SASSA CONTACT PERSON AND CONTACT DETAILS:	Sakhela Zulu : 072 409 1377			
SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			/
CHAIRS	450			
TOILETS	5			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	360			
GENERATOR	1			
TRANSPORT	6			
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	350			
PA SYSTEM	1			
THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND IN LINE WITH THE SPECIFICATION.				
NAME AND SURNAME OF LOCAL MANAGER: SEKEAMAZULU THULERONA ZULU	NAME AND SURNAME OF GRANT'S ADMIN: A. BROUW			
SIGNATURE: 	SIGNATURE: 			
DATE: 29 MAY 2017	DATE: 20/07/2017			
NAME AND SURNAME OF DISTRICT MANAGER: EUNICE CELE	DATE: 20/07/2017			
SIGNATURE: 	DATE: 20/07/2017			
DATE: 31/08/17	DATE: 20/07/2017			
WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN				
NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.				

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Emhlonjane
 NAME OF DISTRICT: 16/05/2017
 NAME OF LOCAL OFFICE: Emhlonjane
 NAME OF MUNICIPALITY: 16/05/2017
 WARD NUMBER: 15
 ICROP VENUE: Emhlonjane
 DATE OF EVENT: 16/05/2017
 SASA CONTACT PERSON AND CONTACT DETAILS: Bawitike Motokeng : 0810177625

SERVICES PROVIDED	QUANTITY	ITEM COST	COMMENTS
TENT	3		
CHAIRS	600		
TOILETS	5		
RECTANGULAR TABLES (WITH TABLE CLOTH)	10		
ROUND TABLES (WITH TABLE CLOTH)	nil		
WATER	500		
TRANSPORT			
PA SYSTEM	nil		
ENTERTAINMENT GROUP			
STAGE AND PODIUM WITH DECOR			
CATERING OFFICIALS	100		
CATERING BENEFICIARIES	500		

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION REQUIRED.
 NAME AND SURNAME OF LOCAL OFFICE MANAGER: Nokuthula Siphosana
 SIGNATURE: [Signature]
 DATE: 17/05/2017
 NAME AND SURNAME OF DISTRICT MANAGER: [Signature]
 SIGNATURE: [Signature]
 DATE: 20/05/19

NB: NO CONFIRMATION WILL BE CONSIDERED WITH OUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KZN

NAME OF DISTRICT: MIDLANDS

NAME OF LOCAL OFFICE: BERGVILLE

NAME OF MUNICIPALITY: UTHUKELA

WARD NUMBER: 14

ICROP VENUE: MASWAZINI TRIBAL COURT

DATE OF EVENT: 17/05/2017

SASSA CONTACT PERSON AND CONTACT DETAILS: _____

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS	3			
TOILETS	250			
RECTANGULAR TABLES	5			
ROUND TABLES	10			
TABLE CLOTH	0			
WATER	10			
GENERATOR	350			
TRANSPORT	1			
CATERING OFFICIALS	6			
CATERING BENEFICIARIES	100			
PA SYSTEM	200			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: GUGULETHU HLENGWA

SIGNATURE: *[Signature]*

5/17/2017

NAME AND SURNAME OF DISTRICT MANAGER'S CEE: EBB G.S. COE

SIGNATURE: *[Signature]*

DATE: 24/05/17

NAME AND SURNAME OF GM GRANTS ADMIN: A. BROUW

SIGNATURE: *[Signature]*

DATE: 2017/05/17

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

MANIFESTURE IN CONFIRMATION OF ILOP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Kwa Zulu Natal
 NAME OF LOCAL OFFICE: Milindaba
 NAME OF MUNICIPALITY: Mkhenkwa
 NAME OF VENUE: Nondaba
 DATE OF EVENT: 19/05/2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: Bawhile Mkhomohe: 0810177525

ITEM COST	QUANTITY	COMMENTS
3	3	TENT
600	600	CHAIRS
5	5	TOWELS
10	10	RECTANGULAR TABLES (WITH TABLE CLOTH)
10	10	ROUND TABLES (WITH TABLE CLOTH)
500	500	WATER
500	500	TRANSPORT
1	1	GENERATOR
1	1	ENTERTAINMENT GROUP
1	1	STAGE AND PODIUM WITH DECOR
100	100	CATERING OFFICIALS
500	500	CATERING BENEFICIARIES

THIS SERVICE TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION REQUIRED.

NAME AND SURNAME OF LOCAL OFFICE MANAGER: Nobuhle Shoshoma
 NAME AND SURNAME OF ILOP GRANTS ADMIN: A. G. G. G. G.
 SIGNATURE: [Signature]
 DATE: 22/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: ES Cele
 SIGNATURE: [Signature]
 DATE: 25/05/2017

NB: NO CONFIRMATION WILL BE CONSIDERED WITH OUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KZN
 NAME OF DISTRICT: MIDLANDS
 NAME OF LOCAL OFFICE: EZAKHINI
 NAME OF MUNICIPALITY: ALFRED DUMA
 WARD NUMBER: 30
 ICROP VENUE: OOUNGWINI
 DATE OF EVENT: 22-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: PR THOMAS

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	360			
TOILETS	5			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	4			4 taxis provided instead of 8 taxis.
CATERING OFFICIALS	100			22 Staff and 34 Stakeholders received refreshments.
CATERING BENEFICIARIES	220			30 packs not provided.
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Paul Richard Thomas
 SIGNATURE: *[Signature]*
 DATE: 2017/05/23

NAME AND SURNAME OF DISTRICT MANAGER: ES Cde
 SIGNATURE: *[Signature]*
 DATE: 2017/05/24

NAME AND SURNAME OF GM GRANTS ADMIN: A. Kwafo
 SIGNATURE: *[Signature]*
 DATE: 2017/05/24

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KZN

NAME OF DISTRICT: MIDLANDS

NAME OF LOCAL OFFICE: EKUMJENI

NAME OF MUNICIPALITY: ALFRED DUMA MUNICIPALITY

WARD NUMBER: WARD 34

ICROP VENUE: LIMEHILL COMMUNITY HALL / THOLENI

DATE OF EVENT: 24-May-17

SASSA CONTACT PERSON AND CONTACT DETAILS: BAGEZILE MADONSELA

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	350			
TOILETS	6			
RECTANGULAR TABLES	10			
ROUND TABLES	N/A			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	6			
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	250			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Sebastian Makwina

SIGNATURE: *[Signature]*

DATE: 2017-05-31

NAME AND SURNAME OF DISTRICT MANAGER: _____

SIGNATURE: _____

DATE: _____

NAME AND SURNAME OF GM GRANTS ADMIN: A. BARNER

SIGNATURE: *[Signature]*

DATE: 2017/05/31

WHEN A SIGNATURE/S IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KZN

NAME OF DISTRICT: MIDLANDS

NAME OF LOCAL OFFICE: ESTCOURT

NAME OF MUNICIPALITY: INKOSILANGALIBALELE

WARD NUMBER: 1

ICROP VENUE: EMNYANGWENI LOSKOP AREA

DATE OF EVENT: 29/05/2017

SASSA CONTACT PERSON AND CONTACT DETAILS: VEENA 0963429204/0826814908

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	350			
TOILETS	4			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	3			
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	250			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: VEENA RAMSOOJAN

SIGNATURE: *[Signature]*

DATE: 29/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: ES COLE

SIGNATURE: *[Signature]*

DATE: 29/05/2017

NAME AND SURNAME OF GM GRANTS ADMIN: A. BACWER

SIGNATURE: *[Signature]*

DATE: 29/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KZN
 NAME OF DISTRICT: MIDLANDS
 NAME OF LOCAL OFFICE: DUKUZA
 NAME OF MUNICIPALITY: OKHAYLAMBA
 WARD NUMBER: 5
 ICROP VENUE: SANDWANE PAY GROUND
 DATE OF EVENT: 30 May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: NONPUMELELO SHABANGU - 0810856180

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS	3			
TOILETS	350			
RECTANGULAR TABLES	5			
ROUND TABLES	10			
TABLE CLOTH	NIL			
WATER	10			
GENERATOR	350			
TRANSPORT	1			
CATERING OFFICIALS	6			
CATERING BENEFICIARIES	100			
PA SYSTEM	250			
	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: LIKA MATHOISI
 SIGNATURE: *[Signature]*
 DATE: 31 MAY 2017

NAME AND SURNAME OF DISTRICT MANAGER: ES CELE
 SIGNATURE: *[Signature]*
 DATE: 31/05/17

NAME AND SURNAME OF GM GRANTS ADMIN: A. BROWNE
 SIGNATURE: *[Signature]*
 DATE: 2017/05/21

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB. NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: KZN

NAME OF DISTRICT: MIDLANDS

NAME OF LOCAL OFFICE: BERGVILLE

NAME OF MUNICIPALITY: UKHAYLAMBA

WARD NUMBER: 3

ICROP VENUE: NGORA HALL

DATE OF EVENT: 23/05/2017

SASSA CONTACT PERSON AND CONTACT DETAILS: 810196203

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	350			
TOILETS	5			
RECTANGULAR TABLES	10			
ROUND TABLES	NIL			
TABLE CLOTH	10			
WATER	250			
GENERATOR	1			
TRANSPORT	8			There were 8 taxis due to high number of clients.
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	250			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND INLINE WITH THE SPECIFICATION

NAME AND SURNAME OF LOCAL MANAGER: G.E. Mlangwa

SIGNATURE:

DATE: 2017/05/31

NAME AND SURNAME OF DISTRICT MANAGER: ES Cele

SIGNATURE: reep

DATE: 31/05/17

NAME AND SURNAME OF GRANTS ADMIN: A. BREWER

SIGNATURE:

DATE: 2017/05/31

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION:	PC KZN
NAME OF DISTRICT:	Midlands
NAME OF LOCAL OFFICE:	Leysport
NAME OF MUNICIPALITY:	Uthmaniyana District
WARD NUMBER:	26
ICROP VENUE:	Blue Bay
DATE OF EVENT:	2017/05/26
SASSA CONTACT PERSON AND CONTACT DETAILS:	

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	3			
CHAIRS	350			
TOILETS	5			
RECTANGULAR TABLES	10			
ROUND TABLES	1			
TABLE CLOTH	10			
WATER	350			
GENERATOR	1			
TRANSPORT	2			
CATERING OFFICIALS	100			
CATERING BENEFICIARIES	150			
PA SYSTEM	1			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER:	FN Stembela	NAME AND SURNAME OF GRANTS ADMIN:	A. Bravot
SIGNATURE:	<i>[Signature]</i>	SIGNATURE:	<i>[Signature]</i>
DATE:	2017/05/26	DATE:	2017/05/31
NAME AND SURNAME OF DISTRICT MANAGER:	ES Cele		
SIGNATURE:	<i>[Signature]</i>		
DATE:	2017/05/26		

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

CLV. Ngeesela said there were 8 taxis but I confirmed 7.

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MARKETURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE
 KWAZULU NATAL
 NAME OF DISTRICT:
 NAME OF MUNICIPALITY:
 NAME OF LOCAL OFFICE:
 ESTD QUART LOCAL OFFICE
 WARD NUMBER:
 ICROP VENUE:
 DATE OF EVENT:
 2017 MAY 31
 ETATINE
 GASSA CONTACT PERSON AND CONTACT DETAILS:
 SERVICES PROVIDED
 TENT
 CHAIRS
 TOILETS
 RECTANGULAR TABLES
 ROUND TABLES
 TABLE CLOTH
 WATER
 GENERATOR
 TRANSPORT
 CATERING OFFICIALS
 CATERING BEHEFICIARIES
 PA SYSTEM
 THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION
 NAME AND SURNAME OF LOCAL MANAGER, MANAGER & MAINTENANCE
 SIGNATURE: *[Signature]*
 DATE: 31/05/2017
 NAME AND SURNAME OF DISTRICT MANAGER
 SIGNATURE: *[Signature]*
 DATE: 31/05/2017
 WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL, ATTACHING THE SIGNATURE MUST BE WRITTEN
 NO: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE.

QUANTITY	ITEM COST	TOTAL	COMMENTS
3			
380			
5			
10			4 PUBLIC TOILET AND 1 VIP TOILET
10			
10			
330			
1			
100			
260			
1			

Limp



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SOUTH AFRICAN SOCIAL SECURITY AGENCY

South African Social Security Agency

ANNEXTURE A: SERVICE REQUEST FORM		
NAME OF THE REGION:	LIMPOPO	
NAME OF DISTRICT:	WATERBERG	
NAME OF LOCAL OFFICE:	BELA BELA	
NAME OF MUNICIPALITY:	BELA BELA	
WARD NUMBER:	3,4,5,7 & 8	
ICROP VENUE:	STAKEHOLDERS' MEETING	
DATE OF EVENT:	24-May-17	
SASSA CONTACT PERSON AND CONTACT DETAILS:	LEDWABA OV 082 210 8002	
SERVICES PROVIDED	QUANTITY/TICK	COMMENTS
TENT		
CHAIRS		
TOILETS		
RECTANGULAR TABLES		
ROUND TABLES		
TABLE CLOTH		
WATER		
GENERATOR		
TRANSPORT		
CATERING OFFICIALS	30 ✓	Refreshments: Sandwiches, Bottled water 550ml & 330ml soft drinks cans
CATERING BENEFICIARIES		
PA SYSTEM		
NAME AND SURNAME OF LOCAL MANAGER: LEDWABA OV	NAME AND SURNAME OF GM GRANTS ADMIN: J NXUMALO	
SIGNATURE: <i>[Signature]</i>	SIGNATURE: <i>[Signature]</i>	
DATE: 19.05.2017	DATE: 22/05/2017	
SETHOSA MR		
SIGNATURE: <i>[Signature]</i>		
DATE: 2017/05/22		
WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN		



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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: VFENKHE LIMPOPO REGION

NAME OF DISTRICT: VFENKHE DISTRICT

NAME OF LOCAL OFFICE: MATWANE

NAME OF MUNICIPALITY: THUAMALE

WARD NUMBER: 12

ICROP VENUE: LIVHUMBI

DATE OF EVENT: 24/05/17

BASSA CONTACT PERSON AND CONTACT DETAILS: MZ N. NANSI 011 460 580

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	2	✓		Ordinary tent
CHAIRS	700	✓		plastic chairs
TOILETS	4	✓		flushing toilets
RECTANGULAR TABLES	2	✓		
ROUND TABLES	2	✓		
TABLE CLOTH	4	✓		
WATER	1400	✓		
GENERATOR	1	✓		1 generator
TRANSPORT	139	✓		
CATERING OFFICIALS	40	✓		
CATERING BENEFICIARIES	660	✓		
PA SYSTEM	1	✓		with USB back and a cordless mic

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: M. MASHU

SIGNATURE: [Signature]

DATE: 20/05/17

NAME AND SURNAME OF DISTRICT MANAGER: Neshepho Mf

SIGNATURE: [Signature]

DATE: 21/05/2017

NAME AND SURNAME OF GIM GRANTS ADMIN: N. XUMALO

SIGNATURE: [Signature]

DATE: 02/06/2017

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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STATEMENT OF CONFIRMATION OF GOODS/ SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: LIMPOPO

NAME OF DISTRICT: WATERSBURG

NAME OF LOCAL OFFICE: NOKERBONG

NAME OF MUNICIPALITY: MOGALLANA

WARD NUMBER: 01

GROUP VENUE: KwaZulu-Lezeka Stadium

DATE OF EVENT: 2017 05 11

SASSA CONTACT PERSON AND CONTACT DETAILS: Nkomo & Potlita (060 3030 544)

SERVICES PROVIDED	QUANTITY	UNITED COST	TOTAL	COMMENTS
TENT	1	50000		FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
CHAIRS	960			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
TOILETS	101			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
RECTANGULAR TABLES	4			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
ROUND TABLES				
TABLE CLOTH				
WATER	20000			5000L BOTTLES
GENERATOR	1			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
TRANSFORMER	200			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
CATERING OFFICIALS	50			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
CATERING BENEVOLENTS	960			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS
PA SYSTEM	101			FOR 1000 BENEVOLENTS TENT FOR 50 OPERALS

THIS SERVICES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: M. M. M. M. M.

SIGNATURE: [Signature]

DATE: 21 05 2017

NAME AND SURNAME OF ASSISTANT MANAGER: M. M. M. M. M.

SIGNATURE: [Signature]

DATE: 23 05 2017

NAME AND SURNAME OF SASSA MANAGER: S. NKUMALO

SIGNATURE: [Signature]

DATE: 23 05 2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE.

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ANNEXURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER; AZANDE

NAME OF THE REGION: LIMPOPO
 NAME OF DISTRICT: CAPRICORN
 NAME OF LOCAL OFFICE: THABAMOPHO
 NAME OF MUNICIPALITY: EDELE-HUMANI
 WARD NUMBER: 23
 ICROP VENUE: SELESTY GR-MPHAHLE
 DATE OF EVENT: 12 MAY 2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: MR. MALA : DTG 525 5282 1083 440 0021

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	-	-	-	-
CHAIRS	-	-	-	-
TOWELS	04	-	-	PROVIDED
RECTANGULAR TABLES	04	-	-	PROVIDED
ROUND TABLES	-	-	-	PROVIDED
TABLE CLOTH	-	-	-	-
WATER	1000	-	-	PROVIDED
GENERATOR	01	-	-	REQUESTED BUT NOT PROVIDED
TRANSPORT	10	-	-	PROVIDED
CATERING OFFICIALS	50	-	-	PROVIDED
CATERING BENEFICIARIES	450	-	-	PROVIDED
PA SYSTEM	01	-	-	PROVIDED

THIS SERVICES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: MALIA MALA
 SIGNATURE: [Signature]
 DATE: 20/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: Mphela IN
 SIGNATURE: [Signature]
 DATE: 20/05/2017

NAME AND SURNAME OF GM GRANTS ADMIN: INKAMPHO
 SIGNATURE: [Signature]
 DATE: 20/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE A: CONFIRMATION OF ICROP SERVICE RENDERED BY THE SERVICE PROVIDERS: AZANDE

NAME OF THE REGION: MPUMALANGA

NAME OF DISTRICT: GERT SIBANDE DISTRICT

NAME OF LOCAL OFFICE: GOVAN MBEKI

NAME OF MUNICIPALITY: GOVAN MBEKI

WARD NUMBER: GOVAN MBEKI

ICROP VENUE: EMBALENIHLE EXT 18

DATE OF EVENT: 2017-05-17

SASSA CONTACT PERSON AND CONTACT DETAILS: ISEKALAMU | 794 095 324

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS				
TOILETS				
RECTANGULAR TABLES				
ROUND TABLES				
TABLE CLOTH				
WATER				
GENERATOR		360		
TRANSPORT				
CATERING OFFICIALS		60		
CATERING BENEFICIARIES		500		
PA SYSTEM				

NAME AND SURNAME OF LOCAL MANAGER: M.C. Msimang

SIGNATURE: [Signature]

DATE: 26/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: Bongwele Sekele

SIGNATURE: [Signature]

DATE: 29/05/16

NAME AND SURNAME OF GM GRANTS ADMIN: Mokhele GSK

SIGNATURE: [Signature]

DATE: 28/10/16

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

service provider brought the food late and put it in the kitchen and left. Some of the food were still in the pots and the beef stew was not well cooked, officials had to dish out from the and put plates, tablespoons and savets accordingly.

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ANNEXTURE A: CONFIRMATION OF ICROP SERVICE RENDERED BY THE SERVICE PROVIDERS: AZANDE

NAME OF THE REGION: MPUMALANGA
 NAME OF DISTRICT: GERT SIBANDE DISTRICT
 NAME OF LOCAL OFFICE: MKHONDO
 NAME OF MUNICIPALITY: MKHONDO
 WARD NUMBER: MKHONDO
 ICROP VENUE: ENTOMBE COMMUNITY HALL
 DATE OF EVENT: 2017-05-31
 SASSA CONTACT PERSON AND CONTACT DETAILS: SEKGALA MJ 794 095 324

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS				
TOILETS				
RECTANGULAR TABLES				
ROUND TABLES				
TABLE CLOTH				
WATER				
GENERATOR		350		
TRANSPORT				
CATERING OFFICIALS				
CATERING BENEFICIARIES	50			
PA SYSTEM	300			

NAME AND SURNAME OF LOCAL MANAGER: M.C. MOKHEMOTSE
 SIGNATURE: [Signature]
 DATE: 06/06/2017

NAME AND SURNAME OF GM GRANTS ADMIN: Makhelela GST
 SIGNATURE: [Signature]
 DATE: 2017/06/06

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

Service provider brought the food very late. Some of the food were still in the pots and officials had to dish out from the pots.

ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER AZANDE

NAME OF THE REGION: Mpumalanga
 NAME OF DISTRICT: Ehlanzeni
 NAME OF LOCAL OFFICE: Thaba Chweu
 NAME OF MUNICIPALITY: Thaba Thabu
 WARD NUMBER: 9
 ICROP VENUE: Mosemela Community Hall
 DATE OF EVENT: 19-May-17
 SASSA CONTACT PERSON AND CONTACT DETAIL S: Wastene Coetzee 0822969720

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0			
CHAIRS	0			0
TOLLETS	0			0
RECTANGULAR TABLES	0			
ROUND TABLES	0			
TABLE CLOTH	0			
WATER	365			
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	65			
CATERING BENEFICIARIES	300			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: MARLENE COETZEE
 SIGNATURE: *[Signature]*
 DATE: 22 MAY 2017

NAME AND SURNAME OF DISTRICT MANAGER: L G SIZENI
 SIGNATURE: *[Signature]*
 DATE: 20/05/17

NAME AND SURNAME OF SASSA GRANTS ADMIN: MOKHELEDA QSK
 SIGNATURE: *[Signature]*
 DATE: 20/05/17

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: MPUMALANGA

NAME OF DISTRICT: EHLANZENI

NAME OF LOCAL OFFICE: MBOMBELA

NAME OF MUNICIPALITY: MBOMBELA

WARD NUMBER: 10B

ICROP VENUE: SPHELANYANE

DATE OF EVENT: 25-May-17

SASSA CONTACT PERSON AND CONTACT DETAILS: QUEEN SHU

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			Delivered
CHAIRS	100			Delivered
TOILETS	1			Delivered with 20 Toilet paper rolls
RECTANGULAR TABLES				
ROUND TABLES				
TABLE CLOTH				
WATER				
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	63			Delivered
CATERING BENEFICIARIES	300			Delivered
PA SYSTEM				

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: _____

SIGNATURE: [Signature]

DATE: 05/06/2017

NAME AND SURNAME OF DISTRICT MANAGER: THOMAS EYI

SIGNATURE: [Signature]

DATE: 05/06/2017

NAME AND SURNAME OF GIM GRANTS ADMIN: NOVABEL GOR

SIGNATURE: [Signature]

DATE: 05/06/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: _____

NAME OF DISTRICT: _____

NAME OF LOCAL OFFICE: _____

WARD NUMBER: _____

ICROP VENUE: _____

DATE OF EVENT: _____

SASSA CONTACT PERSON AND CONTACT DETAILS: _____

NAME AND SURNAME OF LOCAL MANAGER: JM Van Gyn

DATE: 02/06/17

NAME AND SURNAME OF DISTRICT MANAGER: JM Simeone

DATE: 02/06/2017

NAME AND SURNAME OF GM GRANTS ADMIN: MOORELL SR

DATE: 05/06/2017

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0			
CHAIRS	0			
TOILETS	250			
RECTANGULAR TABLES	2			
ROUND TABLES	15			
TABLE CLOTH	0			
WATER	0			
GENERATOR	480			
TRANSPORT	0			
CATERING OFFICIALS	0			
CATERING BENEFICIARIES	80			
PA SYSTEM	400			
THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND INLINE WITH THE SPECIFICATION	0			

52 100% Juice and 100 Apples were not delivered

072 0704 054

18-May-17

Hlalanikahle Community hall

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: MPUMALANGA

NAME OF DISTRICT: EHLANZENI

NAME OF LOCAL OFFICE: NKOMAZI

NAME OF MUNICIPALITY: NKOMAZI

WARD NUMBER: 10B

ICROP VENUE: MBUZINI

DATE OF EVENT: 26 May-17

SASSA CONTACT PERSON AND CONTACT DETAILS: PERCY MOH

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			Delivered
CHAIRS	200			Delivered
TOILETS	2			Delivered with 20 Toilet paper rolls
RECTANGULAR TABLES				
ROUND TABLES				
TABLE CLOTH				
WATER				
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	80			Delivered
CATERING BENEFICIARIES	450			Delivered
PA SYSTEM				

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION

NAME AND SURNAME OF LOCAL MANAGER: MDHLALA MORGAN P

SIGNATURE: *[Signature]*

DATE: 29/05/2017

NAME AND SURNAME OF DISTRICT MANAGER: THESESI IC

SIGNATURE: *[Signature]*

DATE: 05/06/2017

NAME AND SURNAME OF GM GRANTS ADMIN: Mokobete EST

SIGNATURE: *[Signature]*

DATE: 05/06/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF IGROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: M Ramabatsi
 NAME OF DISTRICT: Bushbuckridge
 NAME OF LOCAL OFFICE: Muvurkani
 NAME OF MUNICIPALITY: Bushbuckridge Muvurkani
 WARD NUMBER: 3
 IGROP VENUE: Uxali
 DATE OF EVENT: 26 May 2017
 SASSA CONTACT PERSON AND CONTACT DETAILS: O.13 790 9042 and 012 682 8028

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1	1784		ordinery tent.
CHAIRS	300			
TOILETS	04			1x Disabled toilet and 3 Normal toilets.
RECTANGULAR TABLES	04			
ROUND TABLES				
TABLE CLOTH				
WATER	250			here requested 300.
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	50			
CATERING BENEFICIARIES	250			Age 4 live and children + poor and SASSA 250 for food + hot dogs panini + wine
PA SYSTEM	01			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: N Switsho
 SIGNATURE: [Signature]
 DATE: 03 June 2017

NAME AND SURNAME OF DISTRICT MANAGER: K.G. Mokoena
 SIGNATURE: [Signature]
 DATE: 20/10/2017

NAME AND SURNAME OF GM GRANTS ADMIN: Mokoena GSK
 SIGNATURE: [Signature]
 DATE: 20/10/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: MPUMALANGA
 NAME OF DISTRICT: BUSHBUCKRIDGE
 NAME OF LOCAL OFFICE: OAKLEY
 WARD NUMBER: BUSHBUCKRIDGE
 ICROP VENUE: 25 AND 35
 DATE OF EVENT: HUNTINGTON
 SASSA CONTACT PERSON AND CONTACT DETAILS: 2405/2017
 MPANGANE MK (083 699 3257)

SERVICES PROVIDED	QUANTITY/ITEM	COST	TOTAL	COMMENTS
TENT	18x9			
CHAIRS	350			ordinary tent
TOILETS	4			
RECTANGULAR TABLES	4			
ROUND TABLES	4			1 for disabled and 3 ordinary and 10 toilet rolls
TABLE CLOTH	4			
WATER	4			
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	50:			
CATERING BENEFICIARIES	300:			pan, rice two salads chicken and beef stew and 100% juice
PA SYSTEM	1			roll and vena, apple, water and 100% juice

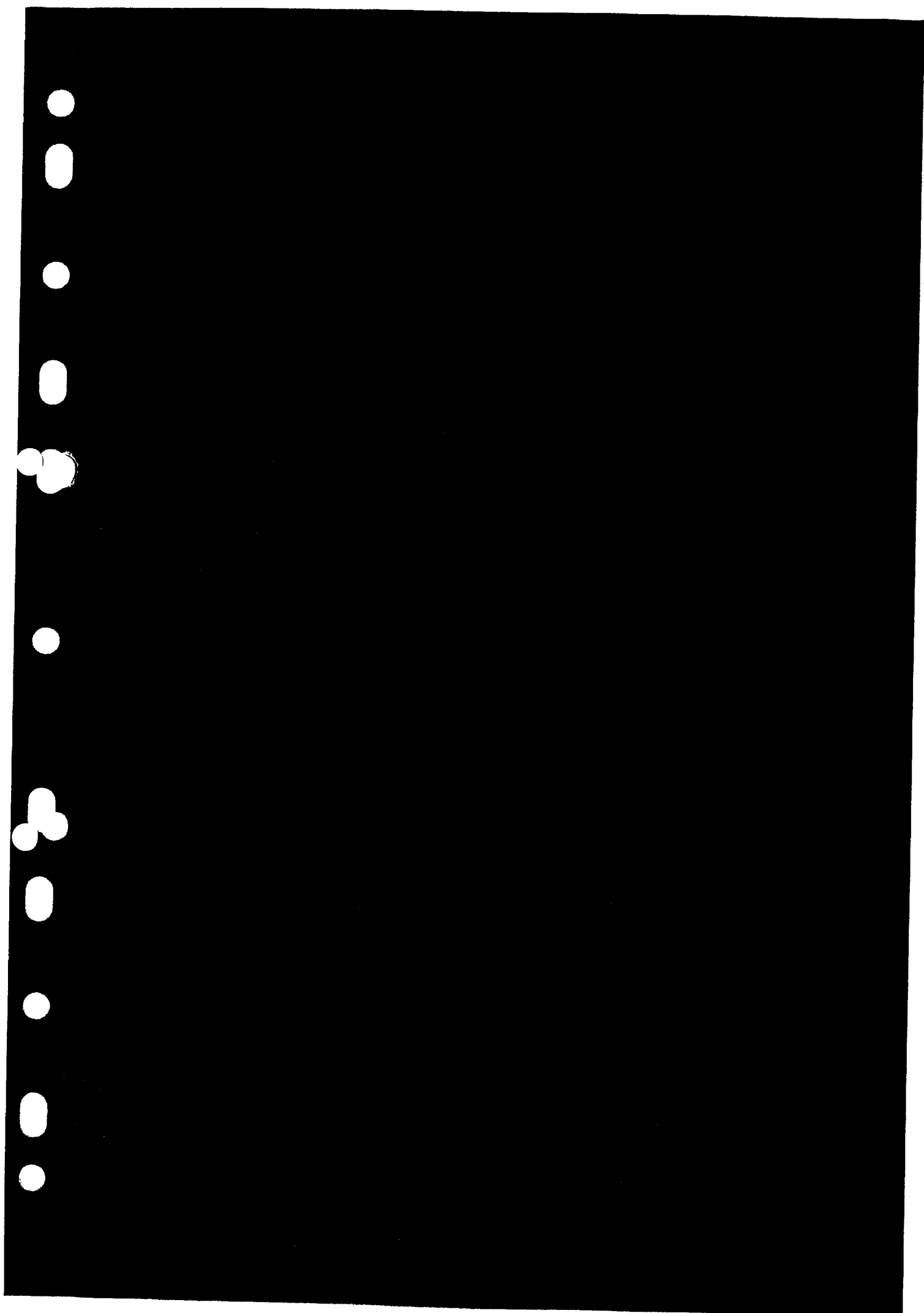
THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: ANGETHE RHE
 SIGNATURE: [Signature]
 DATE: 2017-05-22

NAME AND SURNAME OF GM GRANTS ADMIN: M. Khehela GSK
 SIGNATURE: [Signature]
 DATE: 2017-05-22

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.



Nc

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ANNEXTURE B: CONFIRMATION OF ICRP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: NORTHERN CAPE
 NAME OF LOCAL OFFICE: JOHN TAULO GAETSEWE
 NAME OF MUNICIPALITY: DITHAKONG LOCAL OFFICE
 WARD NUMBER: JOE MORIOLONG
 ICRP VENUE: 3450103
 DATE OF EVENT: PIETERSHAM
 SASSA CONTACT PERSON AND CONTACT DETAILS: 2017 MAY 05
 MS. MASEGO PHEMELO
 828203341

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	500			
TOILETS	4			
RECTANGULAR TABLES	6			
ROUND TABLES				
TABLE CLOTH	6			
WATER	500			
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	50			
CATERING BENEFICIARIES	480			
PA SYSTEM				

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION

NAME AND SURNAME OF LOCAL MANAGER: M. PHEMELO
 SIGNATURE: *[Signature]*
 DATE: 2017 MAY 10

NAME AND SURNAME OF DISTRICT MANAGER: MR. H BANTOM
 SIGNATURE: *[Signature]*
 DATE: 10 MAY 2017

NAME AND SURNAME OF LOCAL MANAGER: M. PHEMELO
 SIGNATURE: *[Signature]*
 DATE: 2017 MAY 05

NAME AND SURNAME OF DISTRICT MANAGER: MR. H BANTOM
 SIGNATURE: *[Signature]*
 DATE: 12/05/2017

NAME AND SURNAME OF GM GRANTS ADMIN: L. BUIWELS-CHAVELAS
 SIGNATURE: *[Signature]*
 DATE: 12/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: _____

NAME OF DISTRICT: _____

NAME OF LOCAL OFFICE: _____

NAME OF MUNICIPALITY: _____

WARD NUMBER: _____

ICROP VENUE: _____

DATE OF EVENT: _____

SASSA CONTACT PERSON AND CONTACT DETAILS: _____

NORTHERN CAPE
 PULEY KA SEME
 CARNARVON LOCAL OFFICE
 KAREBERG MUNICIPALITY

VOSBURG
 26-May-17
 JJ OLIVIER / BJ BARENDUS

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS	50		0	
TOILETS				
RECTANGULAR TABLES	6		6	
ROUND TABLES				
TABLE CLOTH	6		6	
WATER	150		150	
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	10		10	
CATERING BENEFICIARIES	150		150	
PA SYSTEM				

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: BJ BARENDUS

SIGNATURE: _____

DATE: 2017/05/29

NAME AND SURNAME OF DISTRICT MANAGER: CP LOBE

SIGNATURE: _____

DATE: 2017/05/29

NAME AND SURNAME OF SIGNANT'S ADMIN: _____

SIGNATURE: _____

DATE: 01/06/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Northern Cape
 NAME OF DISTRICT: John Tabor Galeswee
 NAME OF LOCAL OFFICE: Ga-Segonyana
 NAME OF MUNICIPALITY: Ga-Segonyana Local Municipality
 WARD NUMBER:
 ICROP VENUE: Beqa Modithwane Tribal Office -
 SASSA CONTACT PERSON AND CONTACT DETAILS: Beqa Modithwane Tribal Office - Batharwa
 Dender Louw - 072 445 7535

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	500			
TOILETS	4			
RECTANGULAR TABLES	4			
ROUND TABLES	0			
TABLE CLOTH	3			
WATER	500 x 500ml			
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	20			
CATERING BENEFICIARIES	480			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Dorte C. Louw
 SIGNATURE: [Signature]
 DATE: 2017/05/11

NAME AND SURNAME OF DISTRICT MANAGER: H BANTOM
 SIGNATURE: [Signature]
 DATE: 11/05/2017

NAME AND SURNAME OF GRANTS ADMIN: [Signature]
 SIGNATURE: [Signature]
 DATE: 02/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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South African Social Security Agency

AMOUNTS & CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANOE
 NAME OF THE REGION: Northern Cape
 NAME OF DISTRICT: Plettenberg Bay
 NAME OF LOCAL OFFICE: Plettenberg Bay Local Office
 NAME OF MUNICIPALITY: Plettenberg Bay Municipality
 WARD NUMBER: 3070006
 ICROP NUMBER: 2017-05-18
 DATE OF EVENT: 2017-05-18
 SASSA CONTACT PERSON AND CONTACT DETAILS: Thammara Guba - 072 467 8006
 Joyce Moko - 072 213 1446

QUANTITY	ITEM COST	TOTAL	COMMENTS
1			TENT
40			CHAIRS
			TOWELS
6			RECTANGULAR TABLES
			ROUND TABLES
6			TABLE CLOTH
			WATER
104			GENERATOR
			TRANSPORT
			CATERING OFFICIALS
34			CATERING BENEFICIARIES
70			PA SYSTEM

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Thammara Guba
 SIGNATURE: *[Signature]*
 DATE: 2017/05/18

NAME AND SURNAME OF DISTRICT MANAGER: Christine Moko
 SIGNATURE: *[Signature]*
 DATE: 2017/05/18

NAME AND SURNAME OF LOCAL MANAGER: Thammara Guba
 SIGNATURE: *[Signature]*
 DATE: 2017/05/18

NAME AND SURNAME OF DISTRICT MANAGER: Christine Moko
 SIGNATURE: *[Signature]*
 DATE: 2017/05/18

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NR: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURE.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Northern Cape
NAME OF DISTRICT: Namakwa District
NAME OF LOCAL OFFICE: Steinkopf
NAME OF MUNICIPALITY: Namakrol municipality
WARD NUMBER:
ICROP VENUE: Goodhouse community hall
DATE OF EVENT: 12-May-17
SASSA CONTACT PERSON AND CONTACT DETAILS: Mrs Sibongile Mpanzeni

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0			
CHAIRS	0			
TOILETS	0			
RECTANGULAR TABLES	0			
ROUND TABLES	0			
TABLE CLOTH	0			
WATER	100			500ml x 100 bottles
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	20			
CATERING BENEFICIARIES	60			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND INLINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: E A Basson
SIGNATURE: *[Signature]*
DATE: 2017/05/16
NAME AND SURNAME OF DISTRICT MANAGER: K Valentyn
SIGNATURE: *[Signature]*
DATE: 2017/05/16
NAME AND SURNAME OF SOCIAL SECURITY ADMIN.: *[Signature]*
SIGNATURE: *[Signature]*
DATE: 2017/05/16
WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN
NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Northern Cape
 NAME OF DISTRICT: Namakwa District
 NAME OF LOCAL OFFICE: Garies
 NAME OF MUNICIPALITY: Kamiesberg Municipality
 WARD NUMBER:
 ICROP VENUE: Eric Baker Community Hall Hondokipbaai
 DATE OF EVENT: 04-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: Mr Ralph Paulsen 027 6521 583

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	0			
CHAIRS	0			
TOILETS	0			
RECTANGULAR TABLES	0			
ROUND TABLES	0			
TABLE CLOTH	0			
WATER	80			
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	20			
CATERING BENEFICIARIES	80			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: E A Basson
 SIGNATURE: *[Signature]*
 DATE: 2017/05/05

NAME AND SURNAME OF DISTRICT MANAGER: K Valentyn
 SIGNATURE: *[Signature]*
 DATE: 2017/05/05

NAME AND SURNAME OF GM GRANTS ADMIN: *[Signature]*
 SIGNATURE: *[Signature]*
 DATE: 01/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: _____

NAME OF DISTRICT: _____

NAME OF LOCAL OFFICE: _____

NAME OF MUNICIPALITY: _____

WARD NUMBER: _____

ICROP VENUE: _____

DATE OF EVENT: _____

SASSA CONTACT PERSON AND CONTACT DETAILS: _____

NORTHERN CAPE
PIXLEY KA SEME
CARNARVON LOCAL OFFICE
KAREBERG MUNICIPALITY

VOSBURG
26-May-17
J OLIVIER / BJ BARENDIS

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				
CHAIRS	50		0	
TOILETS				
RECTANGULAR TABLES	6		6	
ROUND TABLES				
TABLE CLOTH	6		6	
WATER	150		150	
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	10		10	
CATERING BENEFICIARIES	150		150	
PA SYSTEM				

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: BJ BARENDIS

SIGNATURE: _____

DATE: 2017/05/29

NAME AND SURNAME OF DISTRICT MANAGER: CP JOBE

SIGNATURE: _____

DATE: 2017/05/29

NAME AND SURNAME OF GRANT'S ADMIN: _____

SIGNATURE: _____

DATE: 2017/05/29

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: **NORTHERN CAPE**

NAME OF DISTRICT: **ZFM**

NAME OF LOCAL OFFICE: **KEINGOES**

WARD NUMBER: **KHAI GARIEB MUNICIPALITY**

ICROP VENUE: **30802007**

DATE OF EVENT: **FRIESDALE**

SASSA CONTACT PERSON AND CONTACT DETAILS: **23-May-18**

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	500			
TOILETS	4			
RECTANGULAR TABLES	10			
ROUND TABLES	0			
TABLE CLOTH	10			
WATER	500			
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	30			
CATERING BENEFICIARIES	500			OFFICE TRANSPORT
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION

NAME AND SURNAME OF LOCAL MANAGER: **Y.C. SIBINGILE**

SIGNATURE: *[Signature]*

DATE: **2017/06/01**

NAME AND SURNAME OF DISTRICT MANAGER: **M. MOGAMBI**

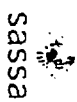
SIGNATURE: *[Signature]*

DATE: **2017/06/01**

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Northern Cape
 NAME OF DISTRICT: ZF Mxaleke
 NAME OF LOCAL OFFICE: Umpoti
 NAME OF MUNICIPALITY: Dordrecht
 WARD NUMBER: 3087511
 ICROP VENUE: Kalksui
 DATE OF EVENT: 04 May 2016
 SASSA CONTACT PERSON AND CONTACT DETAILS:

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT				No tent
CHAIRS	500			
TOILETS	4			
RECTANGULAR TABLES				
ROUND TABLES	10			
TABLE CLOTH				
WATER	500			500 ml x 500
GENERATOR	0			
TRANSPORT	0			
CATERING OFFICIALS	35			
CATERING BENEFICIARIES	500			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Janga Silingie
 SIGNATURE: [Signature]
 DATE: 20/10/16

NAME AND SURNAME OF DISTRICT MANAGER: Metshidisi Mqobela
 SIGNATURE: [Signature]
 DATE: 20/10/16

NAME AND SURNAME OF GM GRANTS ADMIN: L. Buser-Cheval
 SIGNATURE: [Signature]
 DATE: 15/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: _____

NAME OF DISTRICT: _____

NAME OF LOCAL OFFICE: _____

NAME OF MUNICIPALITY: _____

WARD NUMBER: _____

ICROP VENUE: _____

DATE OF EVENT: _____

SASSA CONTACT PERSON AND CONTACT DETAILS: _____

NORTHERN CAPE
JOHN TAQLO GAETSEWE
DITHAKONG LOCAL OFFICE
JOE MOROLONG
34691013
PIETERSHAM
2017 MAY 05
MS. MASEGO PHEMELLO
828203341

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	500			
TOILETS	4			
RECTANGULAR TABLES	6			
ROUND TABLES	6			
TABLE CLOTH	6			
WATER	500			
GENERATOR				
TRANSPORT				
CATERING OFFICIALS	50			
CATERING BENEFICIARIES	480			
PA SYSTEM				

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED SATISFACTORY AND INLINE WITH THE SPECIFICATION

THE SUPPLIER PROVIDED 30 EXTRA LUNCH PACKS

NAME AND SURNAME OF LOCAL MANAGER: M. PHEMELLO

SIGNATURE: _____

DATE: 2017 MAY 10

NAME AND SURNAME OF DISTRICT MANAGER: MR. H BANTOM

SIGNATURE: _____

DATE: 10 MAY 2017

NAME AND SURNAME OF GM/GRANTS ADMIN: L. Bousers-Charles

SIGNATURE: _____

DATE: 12/05/2017

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: Northern Cape
 NAME OF DISTRICT: Frances Baard
 NAME OF LOCAL OFFICE: Barkley West
 NAME OF MUNICIPALITY: Dikgatlong
 WARD NUMBER:
 ICROP VENUE: Gong Gong
 DATE OF EVENT: 02-May-17
 SASSA CONTACT PERSON AND CONTACT DETAILS: Mr Lebogang Cindi

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	400			
TOILETS	4			
RECTANGULAR TABLES	5			
ROUND TABLES	0			
TABLE CLOTH	5			
WATER	400			500ml x 400 bottles not to be packed with food packs
GENERATOR	1			Sassa Mobile Truck generator
TRANSPORT	0			
CATERING OFFICIALS	35			
CATERING BENEFICIARIES	400			
PA SYSTEM	0			

THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED, SATISFACTORY AND IN LINE WITH THE SPECIFICATION.

NAME AND SURNAME OF LOCAL MANAGER: Mr. L. Cindi
 SIGNATURE: *[Signature]*
 DATE: 20/05/15
 NAME AND SURNAME OF DISTRICT MANAGER:
 SIGNATURE: *[Signature]*
 DATE: 20/05/15
 WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN
 NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.

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South African Social Security Agency



ANNEXTURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY THE SERVICE PROVIDER: AZANDE

NAME OF THE REGION: North West
 NAME OF DISTRICT: Dr Kenneth Kaunda District
 NAME OF LOCAL OFFICE: Tokwe
 WARD NUMBER: Tokwe
 ICROP VENUE: 17
 DATE OF EVENT: Mankana
 SASSA CONTACT PERSON AND CONTACT DETAILS: 27-May-17 Mrs CE Diederiks

SERVICES PROVIDED	QUANTITY	ITEM COST	TOTAL	COMMENTS
TENT	1			
CHAIRS	350			
RECTANGULAR TABLES	4			Plus 1 3x3 tent for medical assessment
ROUND TABLES	10			
TABLE CLOTH	0			
WATER	10			
GENERATOR	0			
TRANSPORT	1			
CATERING OFFICIALS	0			No bottled water provided Not in working condition
CATERING BENEFICIARIES	50			
PA SYSTEM	350			
THIS SERVES TO CONFIRM THAT GOODS/SERVICES WERE SUPPLIED. SATISFACTORY AND IN LINE WITH THE SPECIFICATION	0			

NAME AND SURNAME OF LOCAL MANAGER: CE Diederiks
 SIGNATURE: *[Signature]*
 DATE: 27-05-17

NAME AND SURNAME OF DISTRICT MANAGER: NC MAHARAJ
 SIGNATURE: *[Signature]*
 DATE: 31 05 2017

NAME AND SURNAME OF GIM GRANTS ADMIN: Customer Care
 SIGNATURE: *[Signature]*
 DATE: 2017-06-07
 CUSTOMER CARE MANAGER

WHEN A SIGNATURE IS ATTACHED ON BEHALF OF THE RELEVANT OFFICIAL, FULL NAME OF THE OFFICIAL ATTACHING THE SIGNATURE MUST BE WRITTEN

NB: NO CONFIRMATION WILL BE CONSIDERED WITHOUT AN APPROPRIATE SIGNATURES.



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ANNEXURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY AZANDE

LOCAL OFFICE NAME: Ditsobong Local office
DATE OF EVENT: 20 May 2017
ICROP VENUE: 619- moliatla

SASSA CONTACT PERSON AND CONTACT DETAILS:

SERVICE PROVIDED	QUANTITY	✓	COMMENTS
TENT			
CHAIRS			
TOILETS	200		
RECTANGULAR TABLE	4		
ROUND TABLE	10		
TABLE CLOTH			
WATER	10		
GENERATOR	300		
TRANSPORT	-		
CATERING OFFICIALS	50		
CATERING BENEFICIARIES	260		

This serves to confirm that goods/services were supplied, satisfactorily and inline with the specification

PROJECT MANAGER

Signed by LOM

DATE: 20/05/2017

CUSTOMER CARE MANAGER

Signed by

DATE: 31/05/2017



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ANNEXURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY AZANDE

LOCAL OFFICE NAME: Sekeking
DATE OF EVENT: 13 May 2017
ICROP VENUE: Mmgy Muthu
SASSA CONTACT PERSON AND CONTACT DETAILS:
SERVICE PROVIDED

SERVICE PROVIDED	QUANTITY	✓	COMMENTS
TENT	1	✓	
CHAIRS	100	✓	
TOILETS	05	✓	
RECTANGULAR TABLE	10	✓	
ROUND TABLE			
TABLE CLOTH			
WATER	10		
GENERATOR	200		
TRANSPORT		✓	
CATERING OFFICIALS	50	✓	
CATERING BENEFICIARIES	250	✓	

This serves to confirm that goods/services were supplied, satisfactory and in line with the specification

PROJECT MANAGER: Olga Thale
Signed by LDM: Olga Thale
DATE: 13 May 2017
CUSTOMER CARE MANAGER: [Signature]
Signed by: [Signature]
DATE: [Signature]



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ANNEXURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY AZANDE

LOCAL OFFICE NAME: Kgetleng L.O
DATE OF EVENT: 10 May 2017
ICROP VENUE: Reagile

SASSA CONTACT PERSON AND CONTACT DETAILS: 0834712053

SERVICE PROVIDED	QUANTITY	COMMENTS
TENT		
CHAIRS	10 x 12	
TOILETS	300	
RECTANGULAR TABLE	4	
ROUND TABLE	10	
TABLE CLOTH	Nil	Not required
WATER	10	
GENERATOR	300	
TRANSPORT	Nil	
CATERING OFFICIALS	4	Not required
CATERING BENEFICIARIES	50	19415
	250	

This serves to confirm that goods/services were supplied, satisfactorily and in line with the specification

PROJECT MANAGER

Matchabe M

DATE: 2017/05/10

CUSTOMER CARE MANAGER

[Signature]

DATE

2017.05.10



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ANNEXURE B: CONFIRMATION OF ICROP SERVICES RENDERED BY AZANDE

LOCAL OFFICE NAME: DRY HILLS

DATE OF EVENT: 20/7/05/26

ICROP VENUE: MRC ANZANG

SASSA CONTACT PERSON AND CONTACT DETAILS: Melvin Van Rooyen - 026 2243 918 / 053 995 3000 / 3011

SERVICE PROVIDED	QUANTITY	✓	COMMENTS
TENT			
CHAIRS	150		
TOILETS	5		
RECTANGULAR TABLE	10		
ROUND TABLE			
TABLE CLOTH	10		
WATER	500		
GENERATOR			
TRANSPORT	2		buses
CATERING OFFICIALS	50		
CATERING BENEFICIARIES	250		

This serves to confirm that goods/services were supplied, satisfactory and in line with the specification

PROJECT MANAGER

Signed by LOM

DATE: 20/7/05/26

CUSTOMER CARE MANAGER

Signed by

DATE:



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ATTENDANCE REGISTER
RISK MANAGEMENT WORKSHOP – GRANTS ADMINISTRATION
07 MARCH 2017 – 08H00
PROTEA HOTEL – UPINGTON

NAME AND SURNAME	OFFICE	EMAIL	TEL NO.	SIGNATURE
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
✓ Denise Silingo	ZFM Upilon	yungus@sassa.gov.za	054357 0417	[Signature]
✓ Motshidiis Mlagamisi	ZFM District	Motshidiis.Mlagamisi@sassa.gov.za	054-3370404	Mlagamisi
✓ Lillian Jese	PKS District	l.kwanjale@sassa.gov.za	053 632 6001	[Signature]
✓ Nanny Brown	PKS NO	dnannyb@sassa.gov.za	0837902013	[Signature]
✓ [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
✓ BARNARD CHENA	GRUBS/ERWEN	BARNARD@SASSA.GOV.ZA	0578330944	[Signature]
✓ Carol Phiso	NO SSSA	carolr@sassa.gov.za	074 494 9625	[Signature]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]



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MEETING: CUSTOMER CARE NATIONAL FORUM

Venue: SASSA HEAD OFFICE PENCADIA 2 4th FLOOR

Date: 23 MAY 2017

Start Time: 10h00

End Time: 17h00

Surname and Initials	Rank	Region/Head Office/Company	Cellphone	Email Address	Signature
HARDY S.	DM	GAUTENG	083 399 7055	Shahul, H@sassa	
Grainger BA	SM	Western Cape	0795089618	beventygg@sassa.gov.za	
Nsiza DM	ASD	HDSD	0123127123	binama@dss.gov.za	
KHOZA, NV	SM	HO	082 757 6130	ntombiyelwek	
N. Gung'ire	SM	ES	082 4143904	Nonpucos@sassa.gov.za	
Josselyn J	SM	N/C	079839298	donald@sassa.gov.za	
Batelli N.L	Manager	NM	0605514637	Nylob@sassa.gov.za	

Mpucis@icloud.com



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Surname and Initials	Rank	Region/Head Office/Company	Cellphone	Email Address	Signature
Musideg N.C	Senior Manager	Nw	0733227436	musidegnm@sassanigeria.gov.ng	
MUSUMWESISE .H9	SUPERVISOR	HO	0730463116	musumwesi@sassanigeria.gov.ng	
Makalo P	Asst DDO	HO	0727831484	makalop@sassanigeria.gov.ng	
NLEXUNI V	SURVEILLANT	HO	0715927099	nlexuni@sassanigeria.gov.ng	
Mabuele MA	Asst Manager	H/O	0766459648	mabuelam@sassanigeria.gov.ng	
Mwalele SC	MANAGER	H/O	0848365695	mwallesc@sassanigeria.gov.ng	
MAPTURCIA JB	MANAGER	dumpopo	0834551535	mapturcia@sassanigeria.gov.ng	
Thomas EA	Prothonary	Free State K/O	0844019093	thomasea@sassanigeria.gov.ng	
S. KOLITI	CA	H/O	010-4002157	skoliti@sassanigeria.gov.ng	
D. Segafu	Specialist	H/O	02 400 2236	dsegafu@sassanigeria.gov.ng	

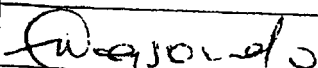
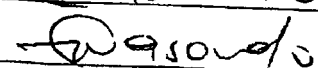
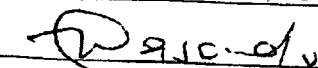
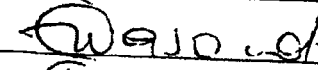
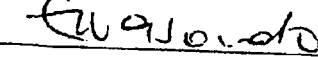
076 644 3793 . J.

01 051 411 8555 - P



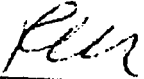
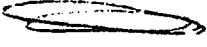
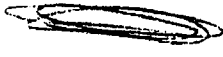
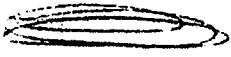
SPECIMEN SIGNATURE FOR ASSISTANT MANAGER

DUNDEE L/O

DATE:2017.05.09

NO	NAME&SURNAME	SIGNATURE
1	NELISIWE-S. Masondo	
2	NELISIWE-S. Masondo	
3	NELISIWE-S. Masondo	
4	NELISIWE-S. Masondo	
5	NELISIWE-S. Masondo	

SPECIMEN SIGNATURES

<u>NAME AND SURNAME</u>	<u>SIGNATURE</u>
Eunice Cele	
Eunice Cele	
Eunice Cele	
Simpfiwe Xaba	
Simpfiwe Xaba	
Simpfiwe Xaba	

Printed Name and surname

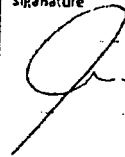
Ntekozi Mkhize

Designation

Acting District Manager

Specified Local office/ District
office/Regional Office unit
Umkhanyakude District

Signature




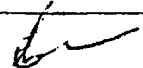
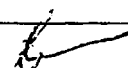

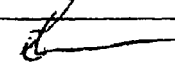
Ntombiyuthi Zinwe Mkhawipso



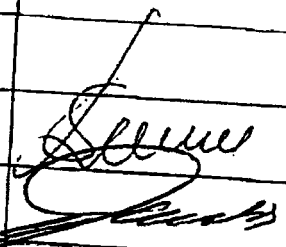

Specimen Signature for office Team Leader



Nqutu local Office

Date : 2017.04.03

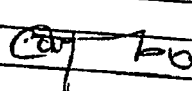
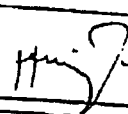

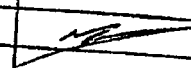

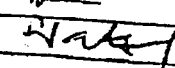
No .	Name and Surname	Signature
	Mbatha S.M	
	Mbatha S.M	
	Mbatha S.M	
	Mbatha S.M	
	Mbatha S.M	

ICROP SPECIMEN SIGNATURES

District Offices	Name	Surname	Specimen Signature
Ekurhuleni	Willie	Maluleke	
	Maureen	Ngubane	
Johannesburg	Susan	Lemmer	
	Sylvester	Jacobs	
North Rand	Mabora	Kgaphole	
	Nicho	Marais	
Sedibeng	Andrew	Masuku	
	Sibongile	Petshane	
West Rand	Nomonde	Thobela	
	Bertus	Jansen Van Vuuren	

Regional Office	Name	Surname	Specimen Signature
Gauteng	Tsebeletso	Makhetha	
Gauteng	Daphne	Feris	
Gauteng	Shahida	Hartley	

ICROP SPECIMEN SIGNATURES

Local Offices	Name	Surname	Specimen Signature
Benoni			
Bronkhorstspuit/ Ekangala			
Ga Rankuwa			
Germiston			
Johannesburg	Bardi Paul	Miyambo	
Kathorus			
Krugersdorp			
Lenasia / Orange Farm / Eldorado Park / Ennerdale	K. R. MAJA	MAJA	
LENASIA CLUSIER	BONSANI PAI	PAPU	
Mamelodi			
MAMELODI			
Merafong			
MERAFONG			
Midrand / Alexandra	Melinda	Steenkamp	
MIDRAND			
Pretoria			
Randfontein			
Roodepoot / Dobsonville			
Soshanguve			
Soweto	Funeka Simelane	Simelane	
SOWETO	Thabo	Ratselane	
Springs / Tsakane / Kwa Thema			
Temba			
Tembisa			






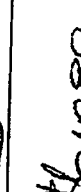
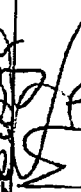
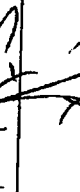



sassa
SOUTH AFRICAN SOCIAL SECURITY AGENCY

Attendance Register

SASSA/CPS MANAGEMENT MEETING
DISTRICT OFFICE BOARDROOM

13 MAY 2016

No	Surname & Initials	Office	Contact/s	Email Address	Signature
1	Sedibe S.P.	CPS Bergiesfontein	0827385076	Peter.Sedibe@net1.com	
2	TIEBANE M.P.	CPS L/Koome	0839235828	tyebanet@gmail.com	
3	Diphokong M.E.	SASSA SECHUKHUME	0714203455	mmapluthima@sassa.gov.za	
4	Kekane A.M.	CPS Moutse	0824524158	abrek@net1.com	
5	Manziva M.D.	Liesemfontein	0825705045	M.D.gomez@sassa.gov.za	

6	MATHEW NIJ	APel	0713302511	Nikwan Masosja. gov.za	
7	MORENA L.P	14875E	0727379615	Phicema@sass.gov.za	
8	Moime TE	D/office	0152656053	ThepisoM@sass.gov.za	
9	Seloga M.A	APel	0132656020	Matisa S@sass.gov.za	
10	Mahlony DSO	Mountse	0132656158	Qumama@sass.gov.za	
11	D/Ditete M M	D/D.	0132656044	MawellM@sass.gov.za	
12	MAPHUTHA K-J	Luckauf/DO	0132656107	Kub'gum@feds.gov.za	
13	Mosofo L-J	Mokhuthlong	0132656058	LetoneM@se-sh.gov.za	
14	Mabela C-J	D/D	0132656042	JummyM@sass.gov.za	
15					



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SOUTH AFRICAN SOCIAL SECURITY AGENCY

MEMO

To: Acting Senior Manager: Customer Care

From: Local Office Manager: Makwarela

Branch: Grants Administration

Unit: Vhembe District : Makwarela Local Office

Date: 30 March 2017

Subject: Specimen Signature: Makwarela and Hamutsha Local Office

File Number: _____

Enquiries: Mr N Mudau(015 960 3220/0713608578)

Kindly receive the specimen signatures as per your request.

Full Name	Distict	Offices	Signature
Mudau Nditsheni(Mr)	Vhembe	-Makwarela -Hamutsha	

Hoping that you will find this In order

Mudau Nditsheni
Local Office Manager:
Makwarela :Date: 30/03/2017



Together.
Moving South Africa Forward

South African Social Security Agency
Head Office

SASSA House - 601 Ficksburg Gateway Cnr Street Elms & Pines Road
Pretoria - Private Bag 955082 Arcadia - Pretoria 0001
Tel: +27 12 344 2000 • Fax: +27 12 400 2207
www.sassa.gov.za

SASSA News



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SOUTH AFRICAN SOCIAL SECURITY AGENCY

MEMO

To: Acting Senior Manager: Customer Care

From: Local Office Manager: Malamulele

Branch: Grants Administration

Unit: Vhembe District : Malamulele Local Office

Date: 30 March 2017

Subject: Specimen Signature: Malamulele, Tshitale, Hlanganani and Vuwani Local Offices

File Number: _____

Enquiries: M P Netshifhefhe

Kindly receive the specimen signatures as per your request.

Full Name	Distict	Offices	Signature
NETSHIFHEFHE MASZHISA PATRICK	Vhembe	<ul style="list-style-type: none">• Malamulele• Tshitale• Hlanganani• Vuwani	

Hoping that you will find this in order

M P Netshifhefhe
Local Office Manager:



Together.
Moving South Africa Forward

South African Social Security Agency
Head Office

SASSA House • 601 Prodinsa Building Cnr Steve Biko & Pretorius Street
Pretoria • Private Bag X55862 Arcadia • Pretoria 0063
Tel: +27 12 400 2000 • Fax: +27 12 400 2257
www.sassa.gov.za

SASSA News @OfficialSASSA



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SOUTH AFRICAN SOCIAL SECURITY AGENCY

MEMO

To: Acting Senior Manager: Customer Care

From: Local Office Manager : Mutale/Musina/Tshaulu

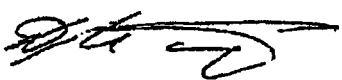
Unit: Vhembe District

Date: 31 March 2017

Subject: Specimen signature.

Enquiries: Mr Nenguda D.A. [0159603282]

Kindly receive the specimen signature as requested.

Full Name	District	Offices	Signature
Nenguda Dowelani Alton	Vhembe	Mutale , Musina & Tshaulu	



Nenguda D.A

Local Office Manager.

Mutale/Tshaulu/Musina: Date : 31-03-2017



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SOUTH AFRICAN SOCIAL SECURITY AGENCY

CAPRICORN DISTRICT

Office	Name of Manager	Signature
District office	IN Mphela	
Grants Admin	TJ Molepo	
Zebediela	M.E Maiba	
Thabamopo		
Senwabarwana	L Baloyi	
Bahananoa		
Polokwane	MA Sekele	
Mankweng		
Seshego		
Maraba	LA Thema	
Ceres		
Botlokwa	SJ Manaka	

District Manager: Mphela IN

Signature:

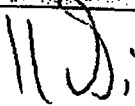
Date: 2017/03/30



[paying the right social grant, to the right person,
at the right time and place. NJALO!

South African Social Security Agency
Limpopo Region

22 Schoeman Street • Polokwane 0699
Private Bag X9677 • Polokwane 0700
Tel: +27 15 291 7400 • Fax: +27 15 291 7996
www.sassa.gov.za

Full Names	District Office	Local Office	Signature
Molosi Pauline Mpho	Mopani	Ba-Phalaborwa	



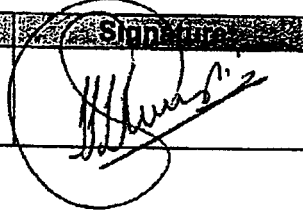
Pass on the right word, to the right person, at the right time and place. N/A



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SOUTH AFRICAN SOCIAL SECURITY AGENCY

Specimen signature

Full name	District	Office	Signature
RAMAFFALO NGWAKO JOSEPH	MOPANI	LETABA	



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at the right time and place. NJALO!*

South African Social Security Agency

Letaba Region - Mopani District

Letaba Local Office

Tel: 015 395 6271

Cell: 082 7 0 3721



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South African Social Security Agency

Specimen signature

Full name	District	City	Signature
MAFOCO MMAPULA NIOLES	MOPANI	MARULETIC	



*paying the right social grant, to the right person,
at the right time and place. NJALO!*

South African Social Security Agency

Population Register - Mopani District

Central Local Office

Tel: 015 306 9371

Fax: 015 306 9372

SPECIMEN SIGNATURE

LINDIWE SOTHONDOSHE	MOPANI DISTRICT	DISTRICT OFFICE	<i>L. Sthondoshe</i>
------------------------	-----------------	-----------------	----------------------



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

Full Name	District	Office	Signature
Mashele Nxalati Rosinah	Mopani	Giyani Local Office	



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at the right time and place. SASSA*

South African Social Security Agency

111 Reuter Street, Johannesburg

011 702 1234

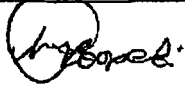
011 702 1234

011 702 1234

011 702 1234

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SPECIMEN SIGNATURE :

Full Name	District	Office	Signature
Poopedi Matlou Elias	Mopani	Tzaneen	



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at the right time and place. NJALO!*]

South African Social Security Agency
Limpopo Region-Mopani District-Tzaneen Local office

100 corner Third and Hospital Street Tzaneen 0850
Private Bag X 08 • Tzaneen 0850
Tel +27 15 297 3661 • Fax +27 15 291 7896
www.sassa.gov.za

SASSA FREE SERVICE


REQUEST FOR INFORMATION OF SERVICES


DISTRICT	NAME AND SURNAME OF DISTRICT MANAGER	SIGNATURE
Mangaung Metro	Me Hilda Tau	


DISTRICT	NAME AND SURNAME OF OFFICIAL WHO WILL SIGN ON BEHALF OF DISTRICT MANAGER	SIGNATURE
Mangaung Metro	Me Hilda Tau Mr Emanuel Mosisa (in the event where DM is not available)	


SWISS FIRE STATE


REQUEST FOR CONFIRMATION OF SERVICES


DISTRICT	NAME AND SURNAME OF DISTRICT MANAGER	SIGNATURE
Mangaung Metro	Me Hilda Tau	

DISTRICT	NAME AND SURNAME OF OFFICIAL WHO WILL SIGN ON BEHALF OF DISTRICT MANAGER	SIGNATURE
Mangaung Metro	Me Hilda Tau Mr Emanuel Mosia (In the event where DM is not available)	

DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF LOCAL OFFICE MANAGER	SIGNATURE
Mangaung Metro Botshabelo Local Office	Mr Sechaba Shabe	

DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF OFFICIAL WHO WILL SIGN ON BEHALF OF LOCAL OFFICE MANAGER	SIGNATURE
Mangaung Metro Botshabelo Local Office	Mr Sechaba Shabe Mr Paul Mabina (In the event where LOM is not available)	

DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF LOCAL OFFICE MANAGER	SIGNATURE
Mangaung Metro Botshabelo Local Office	Mr Sechaba Shabe	

DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF OFFICIAL WHO WILL SIGN ON BEHALF OF LOCAL OFFICE MANAGER	SIGNATURE
Mangaung Metro Botshabelo Local Office	Mr Sechaba Shabe Mr Paul Mabina (in the event where EQM is not available)	

DISTRICT AND LOCAL OFFICE

Manglung Mbo
Botshabato Local Office

DISTRICT AND LOCAL OFFICE


Manglung Mbo
Botshabato Local Office


DISTRICT AND LOCAL OFFICE


Mangung, Metro
Boisshabelo Local Office


DISTRICT AND LOCAL OFFICE

Mangung, Metro
Boisshabelo Local Office

DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF LOCAL OFFICE MANAGER	SIGNATURE
<p>MANGAUNG METRO THABA NCHU LOCAL OFFICE</p>	<p>Mr. ISAAC NTHO</p>	


DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF OFFICIAL WHO WILL SIGN ON BEHALF OF LOCAL OFFICE MANAGER	SIGNATURE
<p>MANGAUNG METRO THABA NCHU LOCAL OFFICE</p>	<p>Mr. PETRUS MAKGASANE</p>	


DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF LOCAL OFFICE MANAGER	SIGNATURE
MANGAUNG METRO THABA NCHU LOCAL OFFICE	Mr. ISAAC NTHO	

DISTRICT AND LOCAL OFFICE	NAME AND SURNAME OF OFFICIAL WHO WILL SIGN ON BEHALF OF LOCAL OFFICE MANAGER	SIGNATURE
MANGAUNG METRO THABA NCHU LOCAL OFFICE	Mr. PETRUS MAKGASANE	



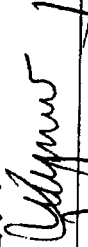


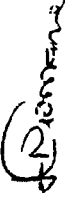



SASSA FREE STATE

REQUEST/CONFIRMATION OF SERVICES






DISTRICT	NAME AND SURNAME OF DISTRICT MANAGER	SIGNATURE
LEJWELEPUTSWA	NTOMBIFUTHI SIKHAKHANE	

DISTRICT	NAME AND SURNAME OF OFFICIAL WHO WILL SIGN ON BEHALF OF DISTRICT MANAGER	SIGNATURE
LEJWELEPUTSWA MENKOM LOCAL OFFICE	TSIETSI NTHO	


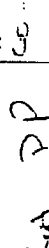


ATTENDANCE REGISTER FOR ICROP PLENERARY MEETING AT KABOKWENI ON THE 21 JULY 2016 AT 10:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
BUSISIWE Mkhomo	SASSA	013-7535540	
SIPHO H. Nkosi	COGTA	0605027598	
Delisile Zwane	SASSA	03 7549363	
LYDIA SHAWE	DOL	084 8404012	
BUSISILE SHONCINE	CHILDLINE	079 662 6669	
Lucia Ntombane	CHILDLINE	081 881 0755	
LINDY PALMER	NAPWA	076 280 5984	
LITRE SHABANGU	COGTA CDU ^{room 37}	0605027595 076 3420010	
SIPHO NTsingwane	COGTA IPW 31	0605027581 0725556756	






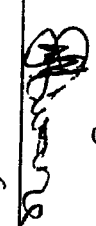



ATTENDANCE REGISTER FOR PLENERARY MEETING AT KABOKWENI ON THE 21 JULY 2016 AT 10:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
Nomphalelo Sombu	ward 37	019 2016 411	
Tinasia Shengilewe	Lefthandab HBC	072 7619518	T. Shengilewe
RHOZA MUGWENYA	MBAKUSELA MUNICIPALITY	0724970621	
Sabina Mbethe	Makweleni HBC	072 50091428	SA Mbethe
Thelma Maluleke	Masiphile HBC	0824716192	
Sibongile Mthethwa	Masiphile HBC	0518533748	
Eideon Manzini	NEDA	0726152170	
NOMSHADO NDLONYI	GREATER CAPE INTERVENTION PROGRAMME	013 752 4404 082 776 1130	N.T. Ndlonyi

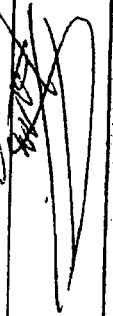

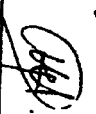

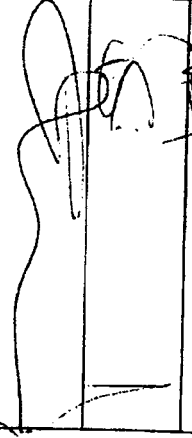

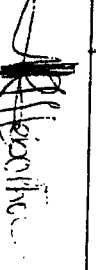
ATTENDANCE REGISTER FOR ICROP PLENERARY MEETING AT KABOKWENION THE 21 JULY 2016 AT 10:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
MISLOVA PE	(EMS) EMERGENCY MEDICAL SERVICES	0829076580	
NJALUNDI PA	ANC NTSIKAZA ZONE CELL NUMBER: 0714238844	0714238844	 CIP
NIJISI T	SASSA	0137535418	
Zulu FJ	M2M-37	0829448461	 NLEDA

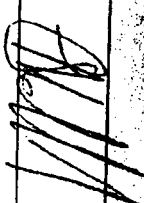








OFFICIALS ATTENDANCE REGISTER FOR ICROP EVENT AT MALEKUTU TO BE HELD ON THE 25 AUGUST 2016 AT 8:00

NAME OF OFFICIAL			
Alinda Pison	SASSA	013-7538426	
Dea Caroline Ndumbe	SASSA	013-7535026	
Lungile Msimang	SASSA	013 7960794	
SERRA FORTUNE	SASSA	013-7535840	
Nyanda Ntsh	SASSA	013 7535540	
MURRETT MURRETT	SASSA	013-7535540	
Derek Mabuza	SASSA	013-7535540	
MARIA NICHOLAS	SASSA	013-733554	
Lindokune Mafuengane	SASSA	0169256 878	





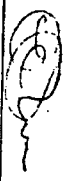




ATTENDANCE REGISTER FOR KROP PLENERY MEETING AT MALEKUTU TO BE HELD ON THE 17 AUGUST 2016 AT 10:00

NAME OF OFFICIAL	SIP/ID NUMBER	CONTACT NUMBER	SIGNATURE
Francis Kpese	SASSA	0132555400	
MUSILICA SIBERE	SASSA	0137535554	
Mwisi Nkosinathi	SASSA	0137535432	
Thebaneyi R M	SASSA	013-7960794	
Shirley Gumede Dumuna Lamajuka	SASSA	013 7960194 " 7960794	
Lesetang Mopeng	SASSA	0824874874	
Sebothoma Mapiiso	SASSA	0137535414	






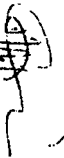

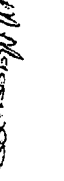

OFFICIALS ATTENDANCE REGISTER FOR ICROP EVENT AT MALEKUTU TO BE HELD ON THE 25 AUGUST 2016 AT 8:00

NAME OF OFFICIAL	ORGANIZATION	CONTACT NUMBER	SIGNATURE
Jamamoto Mulu	JASSA	0167562449	
Indira Muluera	SASSA	013753 5523	
Apo-Preuss	SPSS	007900144	
Sheilat Bemb	ISIRINBI	07914324024	
Prithvi Shingai	ISIRINBI	08649931859	
Prasen Pratin	NDA	0726152170	
Nenbale Hades	NDA	0137551478	
NomsHAD NDIRA	GRIP	0837761130	
Trudale Givnon	Department of Agriculture	0137532844/3	


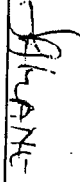

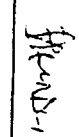




OFFICIALS ATTENDANCE REGISTER FOR ICROP EVENT AT MALEKUTU TO BE HELD ON THE 25 AUGUST 2016 AT 8:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
SARDIUM LUGISI	GIRIP	072 2349 356	
SIMONILE MHLUGI	DEPT of LABOUR	013 753 3844/s	
JABU TILICAWA	"	013 753 3844/s	
MPho MEGALE	"	013 753 3844/s	
SINDY DAMINI	"	013 753 3844/s	
THABO MBEYANE	EMS	013 796 0899	
THABO SEER	EMS	"	
BONANI MABANE	EMS	"	
Dlerance Ntusi	SASSA	013 753 3548	


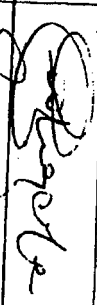





OFFICIALS ATTENDANCE REGISTER FOR ICROP EVENT AT MALEKUTU TO BE HELD ON THE 25 AUGUST 2016 AT 8:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
KOEKIE MBUKI	HOME AFFAIRS	(013) 7960074	
Nozipho Zikhal	SASSA	079 9208 606	
Primrose Mlambo	SASSA	07993376047	
Thandi Mubi	SASSA	013 7885477	
Magie Annes	SASSA	013 7335171	
Mona Lisa Moses	SASSA	013 7577566	
SIFISO NTSINGWANE	COGTA	0605027581	
Mavis Mkgangira	KAZI COUNCIL	0760537645	
THELMA MPEKE	MASIPHILE HBC	0824716192	

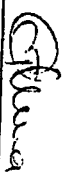


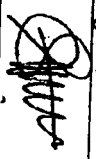


OFFICIALS ATTENDANCE REGISTER FOR CROP EVENT AT MALEKUTU TO BE HELD ON THE 25 AUGUST 2016 AT 8:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
LYRE SPARRING	COSTA CARD SIDMISILE	0605029595 0763920010	
Happy Hlonswans	HOME BASED CARE SIDMISILE	0729647649	
Ntsofathi Nkosi	HOME BASED CARE SIDMISILE	0762794812	
Mamsy Nyanda	HOME BASED CARE	0766743693	
HAPPY NYANDIQA	NAPUA	0725652798	
Lynn Palmer	NAPUA	0762805984	
SABINA MBETHE	NUSKANI H.B.C	0725004428	S.A MBETHE
Elizabeth Eggedosi	SIDMISILE HRC	0723022212	
LINDA SHAWE	LABOUR	0848404012	

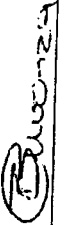








OFFICIALS ATTENDANCE REGISTER FOR ICROP EVENT AT MALEKUTU TO BE HELD ON THE 25 AUGUST 2016 AT 8:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
Henry Senece	Doc	0724636150	
MPPM N0946	Dor	0724636193	
Azeick Thomo	SAPPD	0137960113 079022084473	
Ima Odosinda	Sizimabete H.S.	0760844891	Tom Simba
Africa Shebeingu	mesiphile H.B.C	0824291850	
Sibengile	Mesiphile K.B.C Mthetheni	0618533748	S. Mthetheni
Thomas Masetso	C.I.P.F.I	0761743141	
Kublayi Klehuwe	DSD	079259316	
Dink Nkomo	DSD	0713566522	





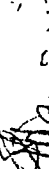
OFFICIALS ATTENDANCE REGISTER FOR ICROP EVENT AT MALEKUTU TO BE HELD ON THE 25 AUGUST 2016 AT 8:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
Calphonia Chanda	Social Development	013 737 5810	
L.R. Mchumi	DSD	013 7984904	
Siem /	EMIS	082 907 6580	
T.P. Singane	SANCA	013 752 4376	
M.E. Mawanda	SASSA	013-753 5535	
Z.M. Makhulu	SANCA	013 155 2710	





ATTENDANCE REGISTER FOR ICROP PLENERARY MEETING AT KABOKWENI ON THE 21 JULY 2016 AT 10:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
Busisiwe Mkhomo	SASSA	013-7535540	
Sipho H. Nkosi	COGTA	0605027598	
Delisile Zwane	SASSA	03 7549363	
LYDIA SHAWE	DOL	084 8404012	
BUSISILE SHONGWE	CHILDUNE	079 662 6669	
JUCIA NPOUMANE	CHILDUNE	081 881 0755	
LINDY PALMER	MAPWA	076 2805984	
LITILE SHIBANGU	COGTA (DOL) (room 37)	0605027598 076 30920010	
SIFISO NTSINGWANE	COGTA (DOL) 31	0605027581 0725556756	

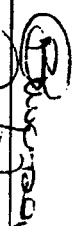







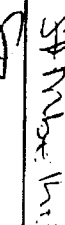
ATTENDANCE REGISTER FOR PLENERY MEETING AT KABOKWENI ON THE 21 JULY 2016 AT 10:00


NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
Normandine Sombu	ward 37	079 2016 411	
Inansi Shengwe	Lethutshande HBC	0727619518	T. Shengwe
RHOA MUGWENYA	MSOMBELE MUNICIPALITY	0724970621	
Sabinah Mbethe	Museveni HBC	012 5009428	SA Mbeke
Thelma Maluleke	Masiphile HBC	0824716192	
Sibongile Mthethu	Masiphile HBC	0818533748	
Kidson Manzini	NDA	0726152170	
NOMSHADO NDLOM	GREATER CAPE INTERVENTION PROGRAMME	013 752 4404 082 776 1130	N. Ndlovu


ATTENDANCE REGISTER FOR ICROP PLENERARY MEETING AT KABOKWENI ON THE 21 JULY 2016 AT 10:00

NAME OF OFFICIAL	DEPARTMENT	CONTACT DETAILS	SIGNATURE
MNDLOVU PE	(EMS) EMERGENCY MEDICAL SERVICES	082 907 6580	
NJALUNGA PP	ANC NTSIKAZA ZONE CELL NUMBER = 0714 23 8844	0714 23 8844	 CIO
MUSI T	SASSA	0137535418	
Zulu FJ	MLM - 37	082 944 48461	

ATTENDANCE REGISTER FOR ICROP PLENNERY MEETING AT MALEKUTU TO BE HELD ON THE 17 AUGUST 2016 AT 10:00

NAME	ADDRESS	PHONE	SIGNATURE
Busiwe Mhoroza	SASSA (reduction)	013 7535540	
Tolerance Mushi	SASSA (Dlo HSI)	0137535418	
Thando Msimbi	SASSA DISTRICT OFFICE	013 7535477	
Thando Lutshole	Circle Education Centre	016 2530 574	
M.S. Lekulele	Plakomon: C.C.C.	0826817468	
MENBI Mkhulu	KUSASALEFY CHURCH AND COMMUNITY CENTRE	0762317824	
Mavis Mganga.	WARD COUNCILOR 87	0160539695	
Elondness Ntshinga	Sizimisele HRC	072302 2012	
Simoneh Mibette	Nuselani HRC	0125009428	


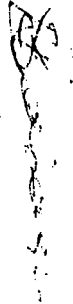






SHIGLATH BEWE ISIRIBI ABONANI 0794224024 

1-100000000000 CHILDLINE 081 881 0155 

ATTENDANCE REGISTER FOR ICROP PLENERY MEETING AT MALEKUTU TO BE HELD ON THE 17 AUGUST 2016 AT 10:00

NAME OF PERSON	ORGANIZATION	CONTACT NO	SIGNATURE
Tinas Sharyne	Letvutruande HBC	072 761 9518	T. Sharyne
Ruth Mogaqula	Nutsokani P school	073 884 6385	R
THELMA MAUZETE	MASIPHILE HBC	082 471 6192	M. Leke
Sibongile Mthethwa	Masiphile H.B.C.	081 85 33748	S. Mthethwa
Josephina Mimi	Tate Juy Shere Pre	072 631 5677	J
Mladu Addebalho	Callow Assembly pre-	079 972 91523	Mladu
Dorinda Samba	Nuyani Day Care	072 065 9574	D
Brenda Ilusale	Tentele Early Learning Centre	071 952 7426	B
Iris Ndlovu	Iris Day Care	073 660 4259	Iris Ndlovu

ATTENDANCE REGISTER FOR ICROP PLENERY MEETING AT MALEKUTU TO BE HELD ON THE 17 AUGUST 2016 AT 10:00

NAME OF OFFICER	DEPARTMENT	CONTACT DETAILS	SIGNATURE
Sim Catherine	Leis Offy Circle	0847470636 000570275	
LIFE Insurance	COFFS COV		
Sifiso Ntsingwane	COGTA	6605027581 0725556756	
Sally W. Maguila	SNPS	0834141215 magsalus@sepa.co.za 0790248473	
Patrick Themo	Post Office	0137960112 0762016411	
M Buswe Tshapo	Trompsburg EML	form@mlb02.gov.za	
Nonkulule Mashais	N.D.17	0157561478 nonkululemashais@gmail.com	
Abulile Thudra	LA RDURE	0137532844 0115054932	

Abulile Thudra @ la rdure.gov.za

Sibonagile Mbaye	Department of Health	0827165070	Baye
Nicole Dhuwaka	Musa Wenkoi Dyke	0727129691	
Lydia Shawe	Dept. of Labour	0848404012	
L.E. battey	DSD		
Fredy Msimango	Bambanani Club	0728720925	
MP Nkomo	Bambanani Club	0728502587	
G.I. Nkomo	DSD		
PHELENI SHONKE	ISIBINDI PAPTAMANI HBC	(013) 7960128	
EMELAH BEMBE	ISIBINDI PAPTAMANI	0849931859	
		0794324024	
Jabule Nkomo	Mygale Clinic	0722504359	
Sipho H. Nkosi	Logia Club	0605027598	
SIRUWE KUTHELE	D.S.D (S.A.W)	0137960198	
BURISILE SHONGWE	Childline	0196426669	
Samson Mphahlele	Childline	0761630068	
SANDRAN LUBISI	CRIP	0728349356	
Juanes Nqome	Childline	0718810755	

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Thursday, September 7, 2017



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Sassa dishes out R80m tender to firm being probed by Hawks

📅 November 29, 2016 👤 Bongani Fuzile

A Johannesburg company that allegedly benefited from an irregularly awarded SA Security Services (Sassa) tender has been awarded another multimillion rand contract by the same entity.

Azande Consulting, owned by Doreen Makhaye, was initially hired to cater for Social Development Minister Bathabile Dlamini's ministerial imbizos in the Eastern Cape in 2013.

The imbizos, which cost R4.8 million, form part of a Hawks investigation after it was found the tender was awarded irregularly.

Times Media can also reveal that Azande Consulting is set to benefit from another events tender, this time to the value of R80 million.

A letter of accreditation, signed by acting Sassa chief executive Raphaahle Ramokgopa on June 23, advises Makhaye that her company has been listed on the agency's database for "Project Mikondzo" for a period of three years.

Azande Consulting is required to render "event management services as and when required".

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Project Mikondzo, also known as Mikondzo Event Management, is a Sassa initiative spearheaded by Dlamini as part of her outreach programmes across the country.

Despite Hawks Eastern Cape spokeswoman Anelisa Feni denying the unit was investigating anything to do with Sassa or Azande, three sources in Sassa confirmed the investigation.

In addition, when contacted for comment regarding the investigation, Sassa's national spokesman, Kgomotso Diseko, said: "With regards to the Hawks case, we would like the legal process to proceed without undue hindrance."

It is alleged that the R4.8-million for the 2013 imbizos was irregularly spent for two events, for which Azande reportedly benefited.

However, Sassa's bid adjudication committee (BAC) found that prior approval by former chief executive Virginia Petersen or the BAC was not granted before the services were rendered, rendering this an irregular expense.

This led to two of the most senior Sassa officials in the Eastern Cape being suspended for their role in signing off and approving the money to be paid.

A Sassa manager, who confirmed being questioned by Hawks investigators, said: "The Hawks are investigating this after Sassa's adjudication committee found that the payment to Azande and other companies was irregular spending."

Another Sassa source accused the Hawks of being "captured" and lying that there was no investigation.

"It's surprising for them to say that they are not investigating any case with us.

"You can ask anyone with Sassa, including service providers," the source said.

Makhaye refused to comment, saying she had an agreement with Sassa not to speak about the matter.

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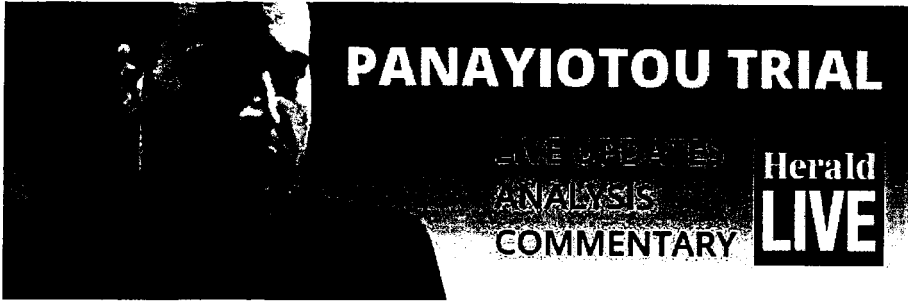
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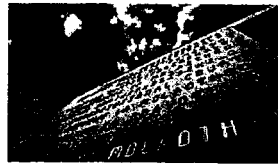
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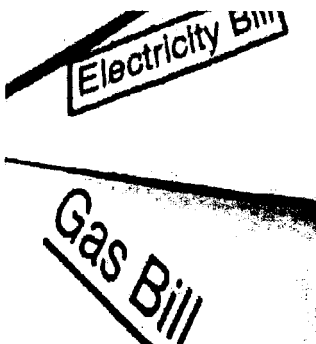
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SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:24
Page: 1

Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: 68 MONTANA
Address: 68 MONTANA, GAUTENG, GAUTENG, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	114040	07-MAR-14	ZAR	495,102.00	495,102.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
09654		25-JAN-14	ZAR	495,102.00	495,102.00		

Site Total: 495,102.00

Site: Roodepoort-LIO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	176016	13-DEC-16	ZAR	748,547.94	748,547.94		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00067		06-DEC-16	ZAR	23,940.00	23,940.00		
00069		06-DEC-16	ZAR	107,196.48	107,196.48		
00070		06-DEC-16	ZAR	3,420.00	3,420.00		
00071		06-DEC-16	ZAR	144,552.00	144,552.00		
00072		06-DEC-16	ZAR	469,439.46	469,439.46		

PMG 1 Admini 176018 13-DEC-16 ZAR 833,340.00 833,340.00

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00073	06-DEC-16	ZAR	833,340.00	833,340.00

PMG 1 Admini 176130 20-DEC-16 ZAR 2,268,826.13 2,268,826.13

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00068	06-DEC-16	ZAR	2,268,826.13	2,268,826.13

Site Total: 3,850,714.07

Supplier Total: 4,345,816.07

Report Total: 4,345,816.07

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:24
Page: 2

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:22
Page: 1

Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: AZANDE CONSULTI
Address: UNIT 68 MONTANA COMPLEX, PRETORIA, SOUTH AFRICA,

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	106651	01-NOV-13	ZAR	1,892,223.30	1,892,223.30		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
006565		16-OCT-13	ZAR	1,892,223.30	1,892,223.30		
PMG 1 Admini	107737	19-NOV-13	ZAR	825,958.50	825,958.50		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
7289		30-OCT-13	ZAR	825,958.50	825,958.50		
Site Total:					2,718,181.80		

Site: Roodepoort-SMO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	174712	24-NOV-16	ZAR	26,050,778.97	26,050,778.97		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00061		08-NOV-16	ZAR	24,779,678.97	24,779,678.97		
00062		15-NOV-16	ZAR	1,271,100.00	1,271,100.00		
PMG 1 Admini	176715	29-DEC-16	ZAR	29,281,872.99	29,281,872.99		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00065		06-DEC-16	ZAR	29,281,872.99	29,281,872.99		
PMG 1 Admini	177317	19-JAN-17	ZAR	22,094,172.99	22,094,172.99		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00070		06-JAN-17	ZAR	22,094,172.99	22,094,172.99		
PMG 1 Admini	179255	24-FEB-17	ZAR	7,327,752.99	7,327,752.99		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00100		27-JAN-17	ZAR	7,327,752.99	7,327,752.99		
PMG 1 Admini	180921	24-MAR-17	ZAR	16,479,672.99	16,479,672.99		

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:22
Page: 2

Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: Roodepoort-SMO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	180921	24-MAR-17	ZAR	16,479,672.99	16,479,672.99		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00109		27-FEB-17	ZAR	16,479,672.99	16,479,672.99		
PMG 1 Admini	182319	31-MAR-17	ZAR	8,389,092.99	8,389,092.99		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00114		17-MAR-17	ZAR	8,389,092.99	8,389,092.99		
PMG 1 Admini	182235	31-MAR-17	ZAR	4,372,196.40	4,372,196.40		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00130		28-FEB-17	ZAR	4,372,196.40	4,372,196.40		
PMG 1 Admini	182222	31-MAR-17	ZAR	1,996,493.40	1,996,493.40		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
00117		29-MAR-17	ZAR	1,996,493.40	1,996,493.40		
PMG 1 Admini	183700	16-MAY-17	ZAR	6,205,764.99	6,205,764.99		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00141	25-APR-17	ZAR	4,716,012.99	4,716,012.99
ARA003	25-APR-17	ZAR	1,489,752.00	1,489,752.00
PMG 1 Admini	185560 14-JUN-17	ZAR	26,809,212.99	26,809,212.99
00149	29-MAY-17	ZAR	26,809,212.99	26,809,212.99
PMG 1 Admini	188365 04-AUG-17	ZAR	18,435,762.51	18,435,762.51
00151	03-JUL-17	ZAR	16,479,672.99	16,479,672.99
ARA005	03-JUL-17	ZAR	1,956,089.52	1,956,089.52

Site Total: 167,442,774.21

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:22
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Supplier Total: 170,160,956.01

Report Total: 170,160,956.01

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:24
Page: 1

Supplier Type: All
Payment Start Date:
Payment End Date:
Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: 68 MONTANA
Address: 68 MONTANA, GAUTENG, GAUTENG, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	166042	01-JUL-16	ZAR	489,000.00	489,000.00		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	0004	28-JUN-16	ZAR	489,000.00			489,000.00
				Site Total:	489,000.00		

Site: AZANDE CONSULTI
Address: UNIT 68 MONTANA COMPLEX, PRETORIA, SOUTH AFRICA,

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	110255	09-JAN-14	ZAR	980,086.50	980,086.50		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	no7399	21-DEC-13	ZAR	980,086.50			980,086.50
PMG 1 Admini	114618	17-MAR-14	ZAR	487,810.56	487,810.56		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	09876	22-FEB-14	ZAR	487,810.56			487,810.56
PMG 1 Admini	126068	25-SEP-14	ZAR	478,631.69	478,631.69		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	2954	24-SEP-14	ZAR	478,631.69			478,631.69
				Site Total:	1,946,528.75		

Site: Roodepoort-KIO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	168794	14-JUL-16	ZAR	489,500.30	489,500.30		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	0005	30-JUN-16	ZAR	489,500.30			489,500.30

PMG 1 Admini 167870 02-AUG-16 ZAR 476,320.00 476,320.00
SASSA Accrual Ledger Supplier Payment History Report Report Date: 30-AUG-2017 14:24
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Supplier Type: All
Payment Start Date:
Payment End Date:
Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: Roodepoort-KIO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	167870	02-AUG-16	ZAR	476,320.00	476,320.00		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	0 012	30-JUL-16	ZAR	476,320.00			476,320.00
PMG 1 Admini	167960	04-AUG-16	ZAR	495,000.00	495,000.00		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	0 013	30-JUL-16	ZAR	495,000.00			495,000.00
PMG 1 Admini	167959	04-AUG-16	ZAR	489,000.00	489,000.00		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	0 015	31-JUL-16	ZAR	489,000.00			489,000.00
PMG 1 Admini	168288	11-AUG-16	ZAR	170,850.00	170,850.00		
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount			Amount Paid
	0 014	30-JUL-16	ZAR	170,850.00			170,850.00
PMG 1 Admini	170065	08-SEP-16	ZAR	492,689.10	492,689.10		

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
0 068	06-SEP-16	ZAR	492,689.10	492,689.10
PMG 1 Admini 170197	14-SEP-16	ZAR	4,332,889.20	4,332,889.20

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00050	01-SEP-16	ZAR	4,332,889.20	4,332,889.20
PMG 1 Admini 177201	17-JAN-17	ZAR	4,959,000.00	4,959,000.00

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00075	23-DEC-16	ZAR	4,959,000.00	4,959,000.00

Site Total: 11,905,248.60

Supplier Total: 14,340,777.35

SASSA Accrual Ledger

Supplier Payment History Report

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Supplier Type: All
Payment Start Date:
Payment End Date:

Report Total: 14,340,777.35

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:25
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Supplier Type: All
Payment Start Date:
Payment End Date:
Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: 68 MONTANA
Address: 68 MONTANA, GAUTENG, GAUTENG, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	166042	01-JUL-16	ZAR	489,000.00	489,000.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
0004		28-JUN-16	ZAR	489,000.00		489,000.00	

Site Total: 489,000.00

Site: AZANDE CONSULTI
Address: UNIT 68 MONTANA COMPLEX, PRETORIA, SOUTH AFRICA,

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	110255	09-JAN-14	ZAR	980,086.50	980,086.50		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
no7399		21-DEC-13	ZAR	980,086.50		980,086.50	
PMG 1 Admini	114618	17-MAR-14	ZAR	487,810.56	487,810.56		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
09876		22-FEB-14	ZAR	487,810.56		487,810.56	
PMG 1 Admini	126068	25-SEP-14	ZAR	478,631.69	478,631.69		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
2954		24-SEP-14	ZAR	478,631.69		478,631.69	

Site Total: 1,946,528.75

Site: Roodepoort-K10
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	166704	14-JUL-16	ZAR	489,500.30	489,500.30		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
0005		30-JUN-16	ZAR	489,500.30		489,500.30	
PMG 1 Admini	167870	02-AUG-16	ZAR	476,320.00	476,320.00		

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:25
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Supplier Type: All
Payment Start Date:
Payment End Date:
Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: Roodepoort-K10
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	167870	02-AUG-16	ZAR	476,320.00	476,320.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
0 012		30-JUL-16	ZAR	476,320.00		476,320.00	
PMG 1 Admini	167960	04-AUG-16	ZAR	495,000.00	495,000.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
0 013		30-JUL-16	ZAR	495,000.00		495,000.00	
PMG 1 Admini	167959	04-AUG-16	ZAR	489,000.00	489,000.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
0 015		31-JUL-16	ZAR	489,000.00		489,000.00	
PMG 1 Admini	168288	11-AUG-16	ZAR	170,850.00	170,850.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
0 014		30-JUL-16	ZAR	170,850.00		170,850.00	
PMG 1 Admini	170065	08-SEP-16	ZAR	492,689.10	492,689.10		

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
0 068	06-SEP-16	ZAR	492,689.10	492,689.10
PMG 1 Admini 170197	14-SEP-16	ZAR	4,332,889.20	4,332,889.20
Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00050	01-SEP-16	ZAR	4,332,889.20	4,332,889.20
PMG 1 Admini 177201	17-JAN-17	ZAR	4,959,000.00	4,959,000.00
Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00075	23-DEC-16	ZAR	4,959,000.00	4,959,000.00

Site Total: 11,905,248.60

Supplier Total: 14,340,777.35

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:25
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Supplier Type: All
Payment Start Date:
Payment End Date:

Report Total: 14,340,777.35

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:25
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: NORTH WEST
Address: UNIT 68 MONTANA COMPLEX, PRETORIA, SOUTH AFRICA,

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	104420	05-SEP-13	ZAR	995,676.00	995,676.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
006543		13-SEP-13	ZAR	995,676.00		995,676.00	
PMG 1 Admini	105682	18-OCT-13	ZAR	980,400.00	980,400.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
006545		16-OCT-13	ZAR	980,400.00		980,400.00	
PMG 1 Admini	107657	18-NOV-13	ZAR	923,755.80	923,755.80		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
7290		06-NOV-13	ZAR	923,755.80		923,755.80	
PMG 1 Admini	107661	18-NOV-13	ZAR	951,586.50	951,586.50		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
7398		06-NOV-13	ZAR	951,586.50		951,586.50	

Site Total: 2,817,418.30

Site: Roodepoort-NWI
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	167886	05-AUG-16	ZAR	15,390,000.00	0.00	05-AUG-16	
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
11		29-JUL-16	ZAR	15,390,000.00		15,390,000.00	
11		29-JUL-16	ZAR	15,390,000.00		-15,390,000.00	
PMG 1 Admini	167951	08-AUG-16	ZAR	15,390,000.00	15,390,000.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
11		29-JUL-16	ZAR	15,390,000.00		15,390,000.00	
PMG 1 Admini	171643	29-SEP-16	ZAR	3,880,907.45	3,880,907.45		

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:25
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: Roodepoort-NWI
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	171643	29-SEP-16	ZAR	3,880,907.45	3,880,907.45		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
00051		21-SEP-16	ZAR	3,880,907.45		3,880,907.45	
PMG 1 Admini	176941	03-JAN-17	ZAR	519,456.45	519,456.45		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
00071		19-DEC-16	ZAR	519,456.45		519,456.45	
PMG 1 Admini	184630	31-MAY-17	ZAR	4,215,206.23	4,215,206.23		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount		Amount Paid	
4215206.22		26-MAY-17	ZAR	4,215,206.23		4,215,206.23	

Site Total: 24,005,570.13

Supplier Total: 27,856,988.43

Report Total: 27,856,988.43

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:26
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: Roodepoort-NCI
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date
PMG 1 Admini	177407	23-JAN-17	ZAR	3,021,445.82	3,021,445.82	

Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid
00069	15-DEC-16	ZAR	3,021,445.82	3,021,445.82

Site Total: 3,021,445.82
Supplier Total: 3,021,445.82
Report Total: 3,021,445.82

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:23
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: Roodepoort-FIO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date
PMG 1 Admini	178026	01-FEB-17	ZAR	282,678.14	282,678.14	
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid	
	00105	15-DEC-16	ZAR	282,678.14	282,678.14	
PMG 1 Admini	178026	15-FEB-17	ZAR	4,152,316.18	4,152,316.18	
	Invoice Number	Invoice Date	Invoice Currency	Invoice Amount	Amount Paid	
	00068	01-FEB-17	ZAR	4,152,316.18	4,152,316.18	
	Site Total:			4,434,994.32		
	Supplier Total:			4,434,994.32		
	Report Total:			4,434,994.32		

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:23
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: EAST LONDON
Address: 68 MONTANA, WELTEREDEN PARK, GAUTENG,

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	111477	28-JAN-14	ZAR	964,348.80	964,348.80		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
2543		27-NOV-13	ZAR	964,348.80	964,348.80		
PMG 1 Admini	164312	09-JUN-16	ZAR	2,996,618.99	0.00	09-JUN-16	
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
0002		01-JUN-16	ZAR	2,996,618.99	-2,996,618.99		
0002		01-JUN-16	ZAR	2,996,618.99	2,996,618.99		
PMG 1 Admini	164619	17-JUN-16	ZAR	2,996,618.99	2,996,618.99		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
0002		01-JUN-16	ZAR	2,996,618.99	2,996,618.99		
PMG 1 Admini	165873	30-JUN-16	ZAR	450,000.00	450,000.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
13		30-JUN-16	ZAR	450,000.00	450,000.00		

Site Total: 4,410,967.79

Site: Roodepoort-EIO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	166074	05-JUL-16	ZAR	470,000.00	470,000.00		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
0006		01-JUL-16	ZAR	470,000.00	470,000.00		
PMG 1 Admini	166558	13-JUL-16	ZAR	489,500.30	489,500.30		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
0009		12-JUL-16	ZAR	489,500.30	489,500.30		
PMG 1 Admini	166560	13-JUL-16	ZAR	484,969.40	484,969.40		

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:23
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: Roodepoort-EIO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date	
PMG 1 Admini	166560	13-JUL-16	ZAR	484,969.40	484,969.40		
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid		
0010		12-JUL-16	ZAR	484,969.40	484,969.40		

Site Total: 1,444,469.70

Supplier Total: 5,855,437.49

Report Total: 5,855,437.49

*** End of Report ***

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:25
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Supplier Type: All
Payment Start Date:
Payment End Date:

Supplier: AZANDE CONSULTING
Number: MAAA0091364

Site: AZANDE CONSULTI
Address: UNIT 68 MONTANA COMPLEX, PRETORIA, SOUTH AFRICA,

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date
PMG 1 Admini	107273	13-NOV-13	ZAR	458,166.00	458,166.00	
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid	
9876		06-OCT-13	ZAR	458,166.00	458,166.00	
PMG 1 Admini	109634	19-DEC-13	ZAR	16,644.00	16,644.00	
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid	
9881		09-DEC-13	ZAR	16,644.00	16,644.00	
Site Total:					474,810.00	

Site: Roodepoort-MIO
Address: 68 MONTANA, ROOITOU STREET, Roodepoort, Gauteng, 1709

Account Name	Payment Number	Payment Date	Payment Currency	Payment Amount	Functional Amount	Void Date
PMG 1 Admini	166764	15-JUL-16	ZAR	490,000.18	490,000.18	
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid	
0007		05-JUL-16	ZAR	490,000.18	490,000.18	
PMG 1 Admini	167031	20-JUL-16	ZAR	488,899.94	488,899.94	
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid	
08		05-JUL-16	ZAR	488,899.94	488,899.94	
PMG 1 Admini	174577	22-NOV-16	ZAR	3,648,000.00	3,648,000.00	
Invoice Number		Invoice Date	Invoice Currency	Invoice Amount	Amount Paid	
00062		09-NOV-16	ZAR	3,648,000.00	3,648,000.00	
Site Total:					4,626,900.12	
Supplier Total:					5,101,710.12	

SASSA Accrual Ledger

Supplier Payment History Report

Report Date: 30-AUG-2017 14:25
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Supplier Type: All
Payment Start Date:
Payment End Date:

Report Total: 5,101,710.12

*** End of Report ***

Invoice Number	Payment Date	Invoice Date	Invoice Amount	Amount Paid	Contract Periods
2543	28-Jan-14	27-Nov-13	R964 348,80	R964 384,80	
9881	19-Dec-13	09-Dec-13	R16 644,00	R16 644,00	
no7a99	09-Jan-14	21-Dec-13	R980 086,50	R980 086,50	
9654	07-Mar-14	25-Jan-14	R495 102,00	R495 102,00	
09876	17-Mar-14	22-Feb-14	R487 810,56	R487 810,56	
2954	25-Sep-14	24-Sep-14	R478 631,69	R478 631,69	
0002	09-Jun-16	01-Jun-16	R2 996 618,99	-R2 996 618,99	
0002	09-Jun-16	01-Jun-16	R2 996 618,99	R2 996 618,99	
0002	17-Jun-16	01-Jun-16	R2 996 618,99	R2 996 618,99	
0004	01-Jul-16	28-Jun-16	R489 000,00	R489 000,00	Start Period For Contract tender 40/15/T , tender awarded for R 487 933 298. Money received.
0005	14-Jul-16	30-Jun-16	R489 500,30	R489 500,30	
13	30-Jun-16	30-Jun-16	R450 000,00	R450 000,00	
0006	05-Jun-16	01-Jul-16	R470 000,00	R470 000,00	
0007	15-Jul-16	05-Jul-16	R490 000,18	R490 000,18	
08	20-Jul-16	05-Jul-16	R488 899,94	R488 899,94	
					R221 671 116,97

0009	13-Jul-16	12-Jul-16	R489 500,30	R489 500,30
0010	13-Jul-16	12-Jul-16	R484 969,40	R484 969,40
11	05-Aug-16	29-Jul-16	R15 390 000,00	R15 390 000,00
11	05-Aug-16	29-Jul-16	-R15 390 000,00	-R15 390 000,00
11	08-Aug-16	29-Jul-16	R15 390 000,00	R15 390 000,00
0 012	02-Aug-16	30-Jul-16	R476 320,00	R476 320,00
0 013	04-Aug-16	30-Jul-16	R495 000,00	R495 000,00
0 014	11-Aug-16	30-Jul-16	R170 850,00	R170 850,00
0 015	04-Aug-16	31-Jul-16	R489 000,00	R489 000,00
00050	14-Sep-16	01-Sep-16	R4 332 889,20	R4 332 889,20
0 068	08-Sep-16	06-Sep-16	R492 689,10	R492 689,10
00051	29-Sep-16	21-Sep-16	R3 880 907,45	R3 880 907,45
00061	24-Nov-16	08-Nov-16	R24 779 678,97	R24 779 678,97
00062	22-Nov-16	09-Nov-16	R3 648 000,00	R3 648 000,00
00062	24-Nov-16	15-Nov-16	R1 271 100,00	R1 271 100,00
00067	13-Dec-16	06-Dec-16	R23 940,00	R23 940,00
00069	13-Dec-16	06-Dec-16	R107 196,48	R107 196,48
00070	13-Dec-16	06-Dec-16	R3 420,00	R3 420,00
00071	13-Dec-16	06-Dec-16	R144 552,00	R144 552,00
00072	13-Dec-16	06-Dec-16	R469 439,46	R469 439,46
00073	13-Dec-16	06-Dec-16	R833 340,00	R833 340,00
00068	20-Dec-16	06-Dec-16	R2 268 826,13	R2 268 826,13
00065	29-Dec-16	06-Dec-16	R29 281 872,99	R29 281 872,99
00069	23-Jan-17	15-Dec-16	R3 021 445,82	R3 021 445,82
00105	01-Feb-17	15-Dec-16	R282 678,14	R282 678,14
00071	03-Jan-17	19-Dec-16	R519 456,45	R519 456,45
00075	17-Jan-17	23-Dec-16	R4 959 000,00	R4 959 000,00
00070	19-Jan-17	06-Jan-17	R22 094 172,99	R22 094 172,99
00100	24-Feb-17	27-Jan-17	R7 327 752,99	R7 327 752,99
00068	15-Feb-17	01-Feb-17	R4 152 316,18	R4 152 316,18
00109	24-Mar-17	27-Feb-17	R16 479 672,99	R16 479 672,99
00130	31-Mar-17	28-Feb-17	R4 372 196,40	R4 372 196,40

00114	31-Mar-17	17-Mar-17	R8 389 092,99	R8 389 092,99
00117	31-Mar-17	29-Mar-17	R1 996 493,40	R1 996 493,40
00141	16-May-17	25-Apr-17	R4 716 012,99	R4 716 012,99
ARA003	16-May-17	25-Apr-17	R1 489 752,00	R1 489 752,00
4215206.22	31-May-17	26-May-17	R4 215 206,23	R4 215 206,23
00149	17-Jun-17	29-May-17	R26 809 212,99	R26 809 212,99
00151	04-Aug-17	03-Jul-17	R16 479 672,99	R16 479 672,99
ARA005	04-Aug-17	03-Jul-17	R1 956 089,52	R1 956 089,52
TOTAL				R235 118 161,61