

REVIEWED PERFORMANCE AGREEMENT

MADE AND ENTERED INTO BY AND BETWEEN

THE MOLEMOLE MUNICIPALITY AS REPRESENTED BY MUNICIPAL MANAGER

MR. ML MOSENA (EMPLOYER)

AND

MR. Y WASILOTA
SENIOR MANAGER: TECHNICAL SERVICES
(EMPLOYEE)

FOR THE

FINANCIAL YEAR: 01 JULY 2020 - 30 JUNE 2021

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PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

The Molemole Municipality herein represent by **Mr. M L Mosena** in his capacity as Municipal Manager (hereinafter referred to as the Employer or Senior Manager) and

Mr Y Wasilota, Senior Manager: Technical Services of the Municipality (hereinafter referred to as the Employee).

WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

- 1.1 The Employer has entered into a contract of employment with the Employee in terms of section 57(1) (a) of the Local Government: Municipal Systems Acts 32 of 2000 ("the System Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- 1.2 Section 57(1) (b) of the Systems Act, read with the Contract of Employment concluded between the parties to conclude an annual performance Agreement.
- 1.3 The parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the Employee to a set of outcomes that will secure local government policy goals.
- The parties wish to ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. PURPOSE OF THIS AGREEMENT

The Purpose of this Agreement is to -

- 2.1 Comply with the provisions of Section 57(1)(b),4(A),(4B) and (5)of the Systems Acts as well as the Contract of Employment entered into between the parties;
- 2.2 Specify objectives and targets established for the Employee and to communicate to the Employee the Employer's expectations of the Employee's performance expectations and accountabilities;

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- 2.3 Specify accountabilities as set out in the Performance Plan (Annexure A);
- 2.4 Monitor and measure performance against set targeted outputs;
- Use the Performance Agreement and Performance Plan as the basis for assessing the suitability of the Employee for permanent employment and /or to assess whether the Employee has met the performance expectations applicable to his/her job;
- Appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and
- 2.7 Give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3. COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on the 1 July 2020 and will remain in force until 30 June 2021 where after a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- The parties will review the provisions of this Agreement during June each year. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than the beginning of each successive financial year.
- 3.3 This Agreement will terminate on the termination of the Employee's Contract of Employment should no new Agreement be concluded for whatever reason, notwithstanding 3.1, the provisions of the Agreement shall continue in force until termination of the Employment Contract.
- 3.4 The content of this Agreement may be revised at any time during the abovementioned period to determine the applicability of the matters agreed upon.
- 3.5 If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4. PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan / SDBIP (Annexure A) sets out-
 - The performance objectives and targets that must be met the Employee; and 4.1.1
 - The time frames within which those performance objectives and targets must be met. 4.1.2
- The performance objectives and targets reflected in Annexure A are set by the Employer in 4.2 consultation with the Employee and based on the Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weighting
- 4.3 The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.
- The Employee's performance will, in addition, be measured in Terms of contributions to the goals 4.4 and strategies set out in the Employer's Integrated Development Plan.

5. PERFORMANCE MANAGEMENT SYSTEM

- The Employee agrees to participate in the Performance Management System that the Employer 5.1 adopts or introduces for the Employer, management, and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the Performance Management System will be to provide a comprehensive system with specific performance standards to assist the Employer, management, and municipal staff to perform to the standards required.
- 5.3 The Employer will consult the Employee about the specific performance standard that will be included in the Performance Management System as applicable to the Employee.
- The Employee agrees to participate in the Performance Management and Development 6. System that the Employer adopts

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- 6.1 The Employee undertakes to actively focus towards the promotion and implementation of KPA's (including special projects relevant to the employee's responsibilities) within the local government framework.
- 6.2 The criteria upon which the performance of the Employee shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.
 - 6.2.1 The Employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPA's) and the Competency framework (CF) respectively.
 - 6.2.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
 - 6.2.3 KPA's covering the main areas of work will account for 80% and CF will account 20% of the final assessment.
- 6.3 The Employee's assessment will be based on his performance in terms of the outputs / outcomes (performance indicators) identified as per attached **Performance Plan (Annexure A)**, which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee.

KEY PERFORMANCE AREAS (KPA'S)		WEIGHTING
Basic Service Delivery		80
Good Governance and Public Participation		20
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		E 4 (1)
	8.0	V
fotal		100%

6.4 The Competency Framework (CF) will make the other 20% of the Employee's assessment score. The CF as contained in the Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers must be used for this purpose. The said Regulations state that there is no hierarchical connotation to the structure and all competencies are essential to the role of a Senior

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6.5 Competency framework structure

The competencies that appear in the competency framework are detailed below.

Strategic	LEADING COMPETENCIES	WEIGHTING
Direction	Impact and influence	5
and	Institutional Performance Management	
Leadership	Strategic Planning and Management	
	Organizational Awareness	
People	Human Capital Plansian 19	
Management	 Human Capital Planning and Development Diversity Management 	5
	Employee Relations Management Negotiation and Discourt Advantagement	
Daniel	- Regulation and Dispute Management	3.5
Program and Project	Program and Project Planning and Implementation	20
Management	Service Delivery Management	
	Program and Project Monitoring and Evaluation	W.
inancial	Budget Planning and Execution	
Management	Financial Strategy and Delivery	10
41	Financial Reporting and Monitoring	
hange	Change Vision and Strategy	
eadership	Process Design and Improvement	5
	• Change Impact Monitoring 15	· -c
	Change Impact Monitoring and Evaluation	1
overnance	Policy Formulation	
eadership	Risk and Compliance Management	5
	Cooperative Governance	
		-
oral competenci	CORE COMPETENCIES	WEIGHTING
anning and or	ganizing	5
alysis and inn	ovation	5
owledge and I	nformation Management	15
esuits and Qua	lity Focus	15
	TOTAL	5
	- TOTAL	100%

6.6 Competency Descriptions and achievement levels explained

Character	
Cluster	
	Leading Competencies
Competency Name	City
Carrier Hallie	Strategic Direction and Leadership
	The Direction and Leadership

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Competency Definition

Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate

BASIC	ACHIE	VEMENT LEVELS	
DAOIC	COMPETENT	ADVANCED	
influence in directing strategy Has a basic understanding of institutional performance management, But lacks the ability to integrate systems into a collective whole Demonstrate a basic	Give direction to a team in realizing the institution's strategic mandate and set objectives Has a positive impact and influence on the morale, engagement and participation of team members Develop actions plans to execute and guide strategy implementation Assist in defining performance measures to monitor the progress and effectiveness of the institution Displays an awareness of institutional structures and political factors Effectively communicate barriers to execution to relevant parties Provide guidance to all stakeholders in the achievement of the strategic mandate Understand the aim and objectives of the institution and relate it to ownwork	Evaluate all activities to determine value and alignment to strategic intent Display in-depth knowledge and understanding of strategic planning Align strategy and goals across all functional areas Actively define performance measures to monitor the progress and effectiveness of the institution Consistently challenge strategic plans to ensure relevance Understand institutional structures and political factors, and the consequences of actions Empower others to follow strategic direction and deal with complex situations Guide the institution through complex and ambiguous concern Use understanding of power relationships and dynamic tensions among key players to frame communications and develop strategies, positions and alliances	SUPERIOR Structure and position the institution to local government priorities Actively use in-depth knowledge and understanding to develop and implement a comprehensive institutional framework Hold self-accountable for strategy execution and results Provide impact and influence through Building and maintaining strategic relationships Create an environment that facilitates byalty and innovation Display a superior level of self-discipline and integrity in actions Integrate various Systems into a collective whole to optimize institutional performance management Uses understanding of competing interests to maneuver Successfully to a win/win outcome

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Cluster	. L	eading Competenci	88	
Competency Name	F	People Management		
Competency Definit	tion E	ffectively manage	, inspire and encourage pe	ople, respect diversity, lips in order to achieve
D4010		ACHIEVE	MENT LEVELS	
• Participate in	cc	OMPETENT	ADVANCED	SUPERIOR
team goal- Setting and problem solving Interact and collaborate with people of diverse backgrounds Aware of guidelines for employee development, but requires support in implementing development initiatives	contrib respon •Respec diverse and be benefits approac •Effective and em increase execute optimall •Apply reli legislatic consiste •Facilitate setting solving •Effective capacity	at and support the nature of others aware of the sof a diverse chely delegate tasks apower others to econtribution and functions by evant employee on fairly and ently team goal-and problem-lely identify requirements to estrategic	 Identify ineffective team and work processes and recommend remedial interventions Recognize and reward effective and desired behavior Provide mentoring and guidance to others in order to increase personal effectiveness Identify development and learning needs within the team Build a work environment conducive to sharing, innovation, ethical behavior and professionalism Inspire a culture of performance excellence by giving positive and constructive feedback to the team Achieve agreement or consensus in adversarial environments Lead and unite diverse teams across divisions to achieve institutional objectives 	 Develop and incorporate best practice people management processes, approaches and tools across the institution Foster a culture of

Cluster	Leading Competencies		
Competency Name	Program and Project M	anagement	
Competency Definition	Able to understand pro	gram and project managem	nent methodology; pla
•	manage, monitor and	evaluate specific activities in	n order to deliver on s
	objectives		
D4010	ACHIEVEME		
BASIC	COMPETENT	ADVANCED	SUPERIOR
 Initiate projects after approval from higher authorities Understand procedures of Program and project management methodology, implications and stakeholder involvement Understand the rational of projects in relation to the institution's strategic objectives Document and communicate factors and risk associated with own work Use results and approaches of successful project implementation as guide 	 Establish broad stakeholder involvement and communicate the project status and key milestones Define the roles and responsibilities of the project team and create clarity around expectations Find a balance between project deadline and the quality of deliverables Identify appropriate project resources to facilitate the effective completion of the deliverables Comply with statutory requirements and apply policies in a consistent manner Monitor progress and use of resources and make needed adjustments to timelines, steps, and resource allocation 	 Manage multiple programs and balance priorities and conflicts according to institutional goals Apply effective risk management strategies through impact assessment and resource requirements Modify project scope and budget when required without compromising the quality and objectives of the project Involve top-level authorities and relevant stakeholders in seeking project buy- in Identify and apply contemporary project management methodology Influence and motivate project team to deliver exceptional results Monitor policy implementation and apply procedures to manage risks 	 Understand and conceptualize the long-term implications of desired project outcomes Direct a comprehensive strategic macro and micro analysis and scope projects accordingly to realize institutional objectives Consider and initiate projects that focus on achievement of melimptern objectives Influence people in positions of authority to implement outcomes of projects Lead and direct translation of Policy into workable actions plans Ensures that Programs are Monitored to track progress and optimal resource utilization, and that adjustments are made as needed

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Cluster	Leading Competencie	S	
Competency Name	Financial Managemen		
Competency Definition	Able to compile, plan financial risk manag accordance with recognition	and manage budgets, co ement and administer pro gnized financial practices. F are managed in an ethica	ocurement processes in Further to ensure that all
		INT LEVELS	manner
BASIC	COMPETENT		CUDEDION
Understand basic financial concepts and methods as they relate to institutional processes and activities Display awareness into the various sources of financial data, reporting mechanisms, financial governance, processes and systems Understand the importance of financial accountability Understand the importance of asset control	Exhibit knowledge of general financial concepts, planning, budgeting, and forecasting and how they interrelate Assess, identify and manage financial risks Assume a cost-saving approach to financial management Prepare financial reports based on specified formats Consider and understand the financial implications of decisions and suggestions Ensure that delegation and instructions as required by National Treasury guidelines are reviewed and updated Identify and implement proper monitoring and evaluation practices to ensure appropriate spending against budget	Take active ownership of planning, budgeting, and forecast processes and provides credible answers to queries within own responsibility Prepare budgets that are aligned to the strategic objectives of the institution Address complex budgeting and financial management concerns Put systems and processes in place to enhance the quality and integrity of financial management practices Advise on policies and procedures regarding asset control Promote National Treasury's regulatory framework for Financial Management Management	SUPERIOR Develop planning tools to assist in evaluating and monitoring future expenditure trends Set budget frameworks for the institution Set strategic direction for the institution on expenditure and other financial processes Build and nurture partnerships to improve financial management and achieve financial savings Actively identify and implement new methods to improve asset control Display professionalism in dealing with financial data and processes

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Cluster	Leading Competence	000	
Competency Name	Change Leadership	es	
Competency Definition	Able to direct and init	hate hate it	
	Order to successful	tiate institutional transform	nation on all levels in
	deliver professional a	ly drive and implement and quality services to the	new initiatives and
	ACHIEVEM	Chief dealth services to the	community
BASIC	COMPETENT	ENT LEVELS	
Display an	Perform an	ADVANCED	SUPERIOR
awareness of interventions, and the benefits of transformation initiatives Able to identify basic needs for change Identify gaps between the current and desired state Identify potential risks and challenges to transformation, including resistance to change factors Participate in change programmes and piloting change interventions Understands the impact of change interventions on the institution within the broader scope of Local Government	analysis of the change impact on social, political and economic environment Maintain calm and focus during change Able to assist team members during change and keep them focused on the deliverables Volunteer to lead change efforts outside of own work team Able to gain buy-in and approval for change from relevant stakeholders Identify change readiness levels and assist in resolving resistance to change factors Design change interventions that are aligned with the institutions strategic objectives and goals	 Actively monitor change impact and results and convey progress to relevant stakeholders Secure buy-in and sponsorship for change initiatives Continuously evaluate change strategy and design and introduce new approaches to enhance the institutions effectiveness Build and nurture relationships with various stakeholders to establish strategic alliance in facilitating change Take the lead in impactful change programmes Benchmark change interventions against best change practices Understand the impact and psychology of change and put remedial interventions in place to facilitate effective transformation Take calculated risk and seek new ideas from best practice 	 Sponsor change agents and create a network of change leaders who support the interventions Actively adapt current structures and processes to incorporate the change interventions Mentor and guide team members on the effects of change, resistance factors and how to integrate change Motivate and inspire others around change initiatives

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Competency Definition Able to identify moral triggers, apply reasoning that promotes integrity and consistently display behavior that reflects moral com ACHIEVEMENT LEVELS COMPETENT Realize the impact of acting with integrity, but requires guidance and development in implementing principles Follow the basic rules and regulations of the institution Able to dentify manual triggers, apply reasoning that promotes in integrity and consistently display behavior that reflects moral com ACHIEVEMENT LEVELS COMPETENT Conduct self in alignment with the values of Local Government and the institution Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver Able to identify moral triggers, apply reasoning that promotes in dientify display behavior that reflects moral com ACHIEVEMENT LEVELS COMPETENT ADVANCED • Create apply measures of self-correction • Able to gain trust and respect through aligning actions with commitments when weaknesses and seek assistance from others when unable to deliver • Able to dentify develop, and apply measures of self-correction • Able to gain trust and respect through aligning actions with commitments when weaknesses and seek assistance from others when unable to deliver • Actively report fraudulent activity and corruption within local government Understand and honor the confidential nature of matters without seeking personal gain • Able to deal with situations of conflict of interest promptly and in the	Cluster	Core Competencies			
Able to identify moral triggers, apply reasoning that promotes integrity and consistently display behavior that reflects moral com ACHIEVEMENT LEVELS Realize the mpact of acting with integrity, but requires guidance and development in implementing principles Follow the basic rules and regulations of the institution Able to identify moral triggers, apply reasoning that promotes in moral situations and corustative display behavior that reflects moral com ACHIEVEMENT LEVELS COMPETENT ADVANCED Identify, develop, and apply measures of self-correction Able to gain trust and respect through aligning actions with commitments Make proposals and recommendations that are transparent and gain the approval of relevant stakeholders Present values, beliefs and ideas that are congruent with the institution's rules and regulations. Takes an active stance against corruption and dishonesty when noted of the institution to internal and external stakeholders. Able to deal with situations of conflict of interest promptty and in the	Competency Name	Moral Competence			
Realize the impact of acting with integrity, but requires guidance and development in implementing principles Follow the basic rules and regulations of the institution Able to identify basic moral situations, but requires guidance and development in understanding and reasoning with moral intent local Actively report fraudulent activity and responsing and reasoning with moral intent local Actively report fraudulent activity and responsing again Able to deal with situations of conflict of interest promptly and in the	Competency Definition	Able to identify more	Able to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behavior that reflects moral competence		
Realize the impact of acting with integrity, but requires guidance and development in implementing principles Follow the basic rules and regulations of the institution Able to identify basic moral situations, but requires guidance and development in understanding and reasoning with moral intent local Able to deal with integrity and in the implementations of conflict of interest promptly and in the impact of alignment with the values of Local Government and the institution Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver Actively report fraudulent activity and corruption within local government Dinderstand and honor the conflict of interest promptly and in the impact of alignment with the values of Local Government and the institution Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver Actively report fraudulent activity and corruption within local government Understand and honor the conflict of interest promptly and in the institution Able to deal with situations of conflict of interest promptly and in the impact of Lidentify, develop, and apply measures of self-correction Able to apply measure					
 Realize the impact of acting with integrity, but requires guidance and development in implementing principles Follow the basic rules and regulations of the institution Able to identify basic moral situations, but requires guidance and development in understanding and reasoning with moral intent local Conduct self in alignment with the values of Local Government and the institution Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver Actively report fraudulent activity and corruption within local government Understand and honor the confidential nature of matters without seeking personal gain Able to deal with ituations of conflict of interest promptly and in the Create apply measures of self-correction Able to gain trust and respect through aligning actions with commitments Make proposals and recommendations that are transparent and gain the approval of relevant stakeholders Present values, beliefs and ideas that are congruent with the institution's rules and regulations Takes an active stance against corruption and dishonesty when noted of the institution to internal and external stakeholders Actively promote the value of the institution to internal and external stakeholders Able to deal with situations of conflict of interest promptly and in the 		COMPETENT		CUDERNO	
government achieve moral décisions	impact of acting with integrity, but requires guidance and development in implementing principles Follow the basic rules and regulations of the institution Able to identify basic moral situations, but requires guidance and development in understanding and reasoning with moral intent local	alignment with the values of Local Government and the institution Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver Actively report fraudulent activity and corruption within local government Understand and honor the confidential nature of matters without seeking personal gain Able to deal with situations of conflict of interest promptly and in the best interest of local	 Identify, develop, and apply measures of self-correction Able to gain trust and respect through aligning actions with commitments Make proposals and recommendations that are transparent and gain the approval of relevant stakeholders Present values, beliefs and ideas that are congruent with the institution's rules and regulations Takes an active stance against corruption and dishonesty when noted Actively promote the value of the institution to internal and external stakeholders Able to work in unity with a team and not seek personal gain Apply universal moral principles consistently to 	standards and shared accountability measures across the institution to support the objectives of local government Take responsibility for own actions and decisions, even if	

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Cluster	Leading Compet	tanaiae	
Competency Name	Governance Lea	adership	
BASIC Display a basic awareness of	Able to promote compliance req governance proceptualization governance relation ACHIEV COMPETENT Display a thorough	direct and apply professional uirements and apply a that actices and obligations. Further of relevant policies and enter	understanding of urther, able to direct the nance cooperative SUPERIOR Demonstrate a
risk, compliance and governance factors but require guidance and development in implementing such requirements Understand the structure of cooperative government but requires guidance on fostering workable relationships between stakeholders Provide input into policy formulation	understanding of governance and risk and compliance factors and implement plans to address these Demonstrate understanding of the techniques and processes for optimizing risk taking decisions within the institution Actively drive policy formulation within the institution to ensure the achievement of objectives	institutional objectives and drivers Identify, analyze and measure risk, create valid risk forecasts, and map risk profiles Apply risk control methodology and approaches to prevent and reduce risk that impede on the achievement of institutional objectives Demonstrate a thorough understanding of risk retention plans Identify and implement comprehensive risk management systems and processes Implement and monitor the formulation of policies, identify, and analyze constraints and challenges with implementation and provide recommendations for improvement	high level of commitment in complying with governance requirements Implement governance and compliance strategy to ensure achievement of institutional objectives within the legislative framework Able to advise Local Government on risk management strategies, best practice interventions and compliance management Able to forge positive relationships on cooperative governance level to enhance the effectiveness of local government Able to shape, direct and drive the formulation of policies on a macro level

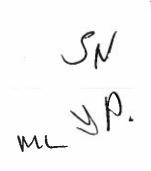
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Cluster Competency Name	Core Competencies Planning and Organiz		
Competency Definition	Able to plan, prioritize	and organize information and service delivery and build effic	resources effectively to eient contingency plans to
BASIC Able to follow	COMPETENT • Actively and	ADVANCED	SUPERIOR

	manage risk		ent contingency plans to
BASIC	ACHIEVE COMPETENT	MENT LEVELS	
Able to follow basic plans and organize tasks around set objectives Understand the process of planning and organizing but requires guidance and development in providing detailed and comprehensive plans Able to follow existing plans and ensure that objectives are met Focus on short-term objectives indeveloping plans and actions Arrange information and resources required for a task, but require further structure and organization	 Actively and appropriately organize information and resources required for a task Recognize the urgency and importance of tasks Balance short and long-term plans and goals and incorporate into the team's performance objectives Schedule tasks to ensure they are performed within budget and with efficient use of time and resources Measures progress and monitor performance results 	ADVANCED Able to define institutional objectives, develop comprehensive plans, integrate and coordinate activities, and assign appropriate resources for successful implementation Identify inadvance required stages and actions to complete tasks and projects Schedule realistic timelines, objectives and milestones for tasks and projects Produce clear, detailed and comprehensive plans to achieve institutional objectives Identify possible risk factors and design and implement appropriate contingency plans Adapt plans in light of changing circumstances Priorities tasks and projects according to their relevant urgency and importance	Focus on broad strategies and initiatives when developing plans and actions Able to project and forecast short, medium and long term requirements of the institution and local government Translate policy into relevant projects to facilitate the achievement of institutional objectives

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Cluster		Core Competenci		
Competency Nar	ne ·	Analysis and Inno	vation	
Com		Able to critically	analyze information, chall	enges and trends to establish
Competency		and implement	fact-based solutions the	at are innovative to improve
Definition		institutional proces	sses in order to achieve k	ey strategic objectives
BASIC		ACHIEV	EMENT LEVELS	
Understand the		COMPETENT	ADVANCED	SUPERIOR
basic operation		monstrate logical	Coaches team	Demonstrate complex
of analysis, but		blem solving	members on	analytical and problem
ack detail and		hniques and	analytical and	solving approaches and
		proaches and	innovative	techniques
thoroughness		vide rationale for	approaches and	 Create an environment
Able to balance		ommendations	techniques	conducive to analytical
independent		monstrate	 Engage with 	and fact-based
analysis with		ectivity, insight,	appropriate	problem-solving
requesting		thoroughness	individuals in	Analyze, recommend
assistance from		en analyzing	analyzing and	solutions and monitor
others	100	blems	resolving complex	trends in key challenges
 Recommend 	- Able	e to break down	problems	to prevent and manage
new ways to	com	nplex problems	 Identify solutions on 	occurrence
perform tasks	into	manageable	various areas in	Create an environment
within own	part	s and identify	the institution	that fosters innovative
function		itions	• Formulate and	thinking and follows a
 Propose simple 	- Con	sult internal and	implement new	learning organization
remedial	exte	ernal stakeholders	ideas throughout	approach
interventions that	on c	opportunities to	the institution	Be a thought leader on
marginally		ove processes	- Able to gain	innovative customer
challenges the		service delivery	approval and buy- in	service delivery, and
status quo	• Clea	arly communicate	for proposed	process optimization
 Listen to the ideas 	1	benefits of new	interventions from	Play an active role in
and perspectives		ortunities and	relevant	sharing best practice
of others and	inno	vative solutions to	stakeholders	solutions and engage in
explore	stak	eholders	Identify trends and	national and
opportunities to	• Conf	tinuously identify	best practices in	international local
enhance such	oppo	ortunities to	process and service	government seminars
innovative	enha	ance internal	delivery and propose	and conferences
thinking	proc	esses	institutional	and domerences
	• Ident	ify and analyze	application	
		ortunities	- Continuously	
	cond	lucive to	engage in	
	innov	ative approaches	research to	
		propose remedial	identify client	
,		ention ention	needs	
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Cluster	Core Competencies	S .	
Competency Name	Knowledge and Info	ormation Management	
Competency Definition	Able to promote information through	the generation and sha	aring of knowledge and media, in order to enhance ment
		MENT LEVELS	
BASIC	COMPETENT	ADVANCED	SUPERIOR
 Collect, categories and track relevant information required for specific tasks and projects Analyze and interpret information to draw conclusions Seek new sources of information to increase the knowledge base Regularly share information and knowledge with internal stakeholders and team members 	 Use appropriate information systems and technology to manage institutional knowledge and information sharing Evaluate data from various sources and use information effectively to influence decisions and provide solutions Actively create mechanisms and structures for sharing of information Use external and internal resources to research and provide relevant and cutting-edge knowledge to enhance institutional effectiveness and efficiency 	 Effectively predict future information and knowledge management requirements and systems Develop standards and processes to meet future knowledge management needs Share and promote best-practice knowledge management across various institutions Establish accurate measures and monitoring systems for knowledge and information management Create a culture conducive of learning and knowledge sharing Hold regular knowledge and information sharing sessions to elicit new ideas and share best practice approaches 	 Create and support a vision and culture where team members are empowered to seek, gain and share knowledge and information Establish partnerships across local government to facilitate knowledge management Demonstrate a mature approach to knowledge and information sharing with an abundance and assistance approach Recognize and exploit knowledge points in interactions with internal and external stakeholders



Cluster	Core Competencie	e	
Competency Name	Communication	5	
Competency Definition BASIC	Able to share infor concise manner a convey, persuade outcome	mation, knowledge and ideas ppropriate for the audience and influence stakeholders MENT LEVELS ADVANCED	in order to assessing
 Demonstrate an understanding for communication levers and tools appropriate for the audience, but requires guidance in utilizing such tools Express ideas in a clear and focused manner, but does not always take the needs of the audience into consideration Disseminate and convey information and knowledge adequately 	 Express ideas to individuals and groups in formal and informal settings in an manner that is interesting and motivating Able to understand, tolerate and appreciate diverse perspectives, attitudes and beliefs Adapt communication content and style to suit the audience and facilitate optimal information transfer Deliver content in a manner that gains support, commitment and agreement from relevant stakeholders Compile clear, focused, concise and well-structured written documents 	 Effectively communicate high-risk and sensitive matters to relevant stakeholders Develop a well-defined communication strategy Balance political perspectives with institutional needs when communicating viewpoints on complex issues Able to effectively direct negotiations around complex matters and arrive at a win-win situation that promotes Bathe Pele principles Market and promote the institution to external stakeholders and seek to enhance a positive image of the institution Able to communicate with the media with high levels of moral competence and discipline 	 Regarded as a specialist in negotiations and representing the institution Able to inspire and motivate others through positive communication that is impactful and relevant Creates an environment conducive to transparent and productive communication and critical and appreciative conversations Able to coordinate negotiations at different levels within local government and externally

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Cluster	Core Competence	ies	
Competency Name	Results and Qua	lity Focus	20 - 2
Competency Definitio	Able to maintain objectives while encourage others	high quality standards, focus consistently striving to e s to meet quality standards. I sults and quality against ider	exceed expectations and
DAGIO	ACHIEVE	MENT LEVELS	
BASIC	COMPETENT	ADVANCED	SUPERIOR
Understand quality of work but requires guidance in attending to important matters Show a basic commitment to achieving the correct results Produce the minimum level of results required in the role Produce outcomes that is of a good standard Focus on the quantity of output but requires development in incorporating the quality of work Produce quality work in general circumstances, but fails to meet expectation when under pressure	 Focus on high-priority actions and does not become distracted by lower-priority activities Display firm commitment and pride in achieving the correct results Set quality standards and design processes and tasks around achieving set standards Produce output of high quality Able to balance the quantity and quality of results in order to achieve objectives Monitors progress, quality of work, and use of resources; provide status updates, and make adjustments as needed 	 Consistently verify own standards and outcomes to ensure quality output Focus on the end result and avoids being distracted Demonstrate a determined and committed approach to achieving results and quality standards Follow task and projects through to completion Set challenging goals and objectives to self and team and display commitment to achieving expectations Maintain a focus on quality outputs when placed under pressure Establishing institutional systems for managing and assigning work, defining responsibilities, tracking and monitoring and measuring success 	 Coach and guide others to exceed quality standards and results Develop challenging, client-focused goals and sets high standards for personal performance Commit to exceed the results and quality standards, monitor own performance and implement remedial interventions when required Work with team to set ambitious and challenging team goals, communicating long- and short-term expectations Take appropriate risks to accomplish goals Overcome setbacks and adjust action plans to realize goals Focus people on critical activities that yield a high impact

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7. EVALUATING PERFORMANCE

- 7.1 The Performance Plan (Annexure A) to this Agreement sets out-
 - 7.1.1 The standards and procedures for evaluating Employee's performance, and
 - 7.1.2 The intervals for the evaluation of the Employee's performance.
- 7.2 Despite the establishment of intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force.
- 7.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan as well as the actions agreed to and implementation must take place within set time frames.
- 7.4 The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.
- 7.5 The annual performance appraisal will involve:
 - 7.5.1 Assessment of the achievement of results as outlined in the performance plan:
 - (a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.
 - (b) An indicative rating on the five-point scale should be provided for each KPA.
 - (c) The applicable assessment rating calculator must then be used to add the scores and calculate a final KPA score.
 - 7.5.2 Assessment of competency levels
 - (a) Each leading and core competency contained in the Competency Framework must be assessed according to the extent to which the specified standards have been met.
 - (b) An indicative rating on the five-point scale should be provided for each competency.
 - (c) The applicable assessment rating calculator must then be used to add the scores and calculate a final CF score.
 - 7.5.3 Overall Rating

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcomes of the performance appraisal.

7.6 The assessment of the performance of the Employee will be based on the following rating scale for KPA's and Competency Framework:

ACHIEVE MENT LEVE L	TERMINOLOGY	DESCRIPTION
5	Superior / Outstanding Performance	Has a comprehensive understanding of local government operations, critical in shaping strategic direction and change, develops and applies comprehensive concepts and methods.

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ACHIEVEMENT	TERMINOLOGY	DESCRIPTION
LEVEL		
		Performance far exceeds the standard expected of an employee at this level. The appraisal indicate that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the Performance Agreement and Performance Plan and maintained this in all areas of responsibility throughout the year.
4	Advanced / Performance significantly above expectations	Develops and applies complex concepts, methods and understanding. Effectively directs and leads a group and executes in depths analyses. Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.
3	Competent / Fully effective	Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and executes progressive analyses. Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the Performance Agreement and Performance Plan.
2	Basic / Not fully effective	Applies basic concepts, methods and understanding of local government operations but requires supervision and development interventions Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review / assessment indicate that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the Performance Agreement and Performance Plan.
1	Basic / Unacceptable Performance	Does not apply the basic concepts and methods to prove a basic understanding of local government operations and requires extensive supervision and development interventions Performance does not meet the standard expected for the job. The review / assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the Performance Agreement and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.

- 7.7 For purpose of evaluating the performance of the Executive Managers (Heads of Department -Section 56 employees), an evaluation panel constituted by the following persons will be established-
 - 7.7.1 Municipal Manager;





- 7.7.2 Member of the Audit Committee;
- 7.7.3 Member of the Executive Committee; and
- 7.7.4 Municipal Manager from another Municipality.

8. SCHEDULE FOR PERFORMANCE REVIEWS

The performance of each Employee in relation to his/her performance agreement shall be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

First quarter

: 1 July 2020 - 30 September 2020

Second quarter

: 1 October 2020 - 31 December 2020

Third quarter

: 1 January 2021 - 31 March 2021

Fourth quarter

: 1 April 2021 - 30 June 2021

- 8.2 The Employer shall keep a record of the mid-year review and annual assessment meetings.
- Performance feedback shall be based on the Employer's assessment of the Employee's performance.
- The Employer will be entitled to review and make reasonable changes to the provisions of Annexure 'A' from time to time for operational reasons. The Employee will be fully consulted before any such change is made.
- The Employer may amend the provisions of Annexure A whenever the Performance Management System is adopted, implemented, and /or amended as the case may be. In that case the Employee will be fully consulted before any such change is made.

9. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing development gaps is attached as Annexure B.

- 9.1 Noting the need to address development gaps in the municipalities, non-compliance with the Circular 60 on Minimum Requirements stipulates the following:
- 9.2 Failure to implement the requirements of the regulations will result in non-compliance with legislation.
- 9.3 If officials have not met the requirements of the regulations including the support provided in this Circular by the due date, Regulation 15 and 18 will immediately apply.

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- 9.4 Therefore, the continued employability of affected officials will be impacted upon. MFMA Circular No. 60 Minimum Competency Levels Regulations, Gazette 29967 April 2012.
- Whilst the provisions of these regulations will apply consistently across all municipalities and municipal entities from the effective date of enforcement. National treasury will consider, "Special Merit Cases", delayed enforcement of certain provisions for a period of up to eighteen months from 1 January 2013.

10. OBLIGATIONS OF THE EMPLOYER

The Employer shall:

- 10.1 Create an enabling environment to facilitate effective performance by the Employee;
- 10.2 Provide access to skills development and capacity building opportunities;
- 10.3 Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- On the request of the Employee delegates such powers reasonably required by the Employee to enable him/ her to meet the performance objectives and targets established in term of this Agreement; and
- Make available to the Employee such resources as the Employee may reasonably require from time to time to assist him/her to meet the performance objectives and targets established in terms of this Agreement.

11. CONSULTATION

- 11.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others-
 - 1.1.1 A direct effect on the performance of any of the Employee's functions;
 - 1.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and
 - 11.1.4 A substantial financial effect on the Employer.
- 11.2 The employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 11.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

12. MANAGEMENT OF EVALUATION OUTCOMES

- 12.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 12.2 A performance bonus of 5% to 14% of inclusive annual remuneration package may be paid to the Employee in recognition of outstanding performance.

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- The Employee will be eligible for progression to the next higher remuneration package, within the relevant remuneration band, after completion of at least twelve (12) months service on the current remuneration package by 30 June (end of financial year) subject to a fully effective assessment.
- 12.4 In the case of unacceptable performance, the Employer shall-
- 12.4.1 Provide systematic remedial of development support to assist the Employee to improve his or her performance; and
- 12.4.2 After appropriate performance and counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the Employer may consider steps to terminate the contract of employment of the Employee on grounds of unfitness or incapacity to carry out his or her duties.

A Score of 130% to 149% is awarded a performance bonus ranging from 5% - 9%

A score of 150% and above is awarded a performance bonus ranging from 10% to 14%

Score	Awarded %
130-133	5%
134-137	6%
138-141	7%
142-145	8%
146-149	9%
Score	Awarded %
150-153	10%
154-157	11%
158-161	12%
162-165	13%
166- above	14%

13. DISPUTE RESOLUTION

- Any disputes about the nature of the Employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/ or any other matter provided for, shall be mediated by
 - 13.1.1 In the case of managers directly accountable to the municipal manager, the Executive Mayor or Mayor within thirty (30) days of receipt of formal dispute from the employee; whose decision shall be final and binding on both parties.
- Any dispute about the outcome of employee's performance evaluation, must be mediated by
 - 13.2.1 In the case of managers directly accountable to the municipal manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in the sub regulation 27 (4) (e), within 30 days of receipt of formal dispute from the employee; whose decision shall be final and binding on both parties.
- In the event that the mediation process contemplated above fails, clause 15 of the Contract of Employment shall apply.

14. GENERAL

- 14.1 The contents of this agreement and the outcome of any review conducted in terms of Annexure A may be made available to the public by the Employer.
- 14.2 Nothing in this agreement diminishes the obligations, duties, or accountabilities of the Employee in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives, or other instruments.
- 14.3 This performance agreement must be submitted together with a signed code of conduct and a declaration of interest
- 14.4 The performance assessment results of the Municipal Manager and managers directly accountable to the Municipal Manager must be submitted to the MEC responsible for Cooperative Governance, Human Settlements and Traditional Affairs in Limpopo Province as well as the National Minister responsible for Cooperative governance and Traditional Affairs within fourteen (14) days after the conclusion of the assessment.

Thus done and signed at MOSTWAD	on this the 6 day of 03
AS WITNESSES:	
2.	EMPLOYEE .
AS WITNESSES:	
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PERFORMANCE PLAN (SDBIP) REVIEWED INDIVIDUAL ANNEXURE A

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1		Updated AG Action plan	Updated Audit Committe e resolutio n register	Updated Council resolutio n register	Means of verification				
n					Weight				

PERSONAL DEVELOPMENT PLAN (ANNEXURE B)

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PERSONAL DEVELOPMENT PLAN

Name & Surname : YETAMBUYU WASILOTA_

Job Tittle : SENIOR MANAGER: TECHNICAL SERVICES__

Employee Number : _5000_

		Learning			
	6 Months	Online Distance		Programme	
				Senior Management Development	Executive Management
		(9	
		Learning		(NCL Level 9)	***************************************
_	18 Months	Online Distance		Management (NOS) and Programme Management	Management
SKILL		visuai)			Project and Programme
PRACTICE		Vistant Learning,	CHALLOLINE MC 11451 I		
	TIMEFRAME		DEVELOPMENT ACTIVITY		PERFORMANCE GAP
CREATED TO	300000100	(Lectures, Online,	1	OUTCOME EXPECTED	
OPPORTUNITY	SECOND	OF DELIVERY	SUGGESTED TRAINING		י סאורר
WORK		SUGGESTED MODE			SKII -

I agree with the objectives as set out in the above Performance and I undertake to support (SIGNATURE Name of Manag Development Plan and undertake to achieve the objectives as agreed : Mr. Y Wasilota of the above Performance and Development Plan SIGNATURE Name of Reporting : Mr M L Mosena) with the achievement

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CODE OF CONDUCT (ANNEXURE C)

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CODE OF CONDUCT FOR MOLEMOLE LOCAL MUNICIPAL EMPLOYEES

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1. Definitions.

2. General Conduct. 3. Commitment to serving the public. 4. Personal gains. 5. Disclosure of benefits. 6. Unauthorized disclosure of information. 7. Undue influence. 8. Rewards, gifts and favors. 9. Council property. 10. Payment arrears. 11. Participation in elections. 12. Sexual Harassment. 13. Reporting duty of staff members. 14. Breaches of Code.

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1. Definitions

In this Code of Conduct "partner" means a person who permanently lives with another person in a manner as if married.

2. General Conduct

A staff member of Molemole Municipality must at all times-

- a. Loyally execute the lawful policies of the municipality
- b. Perform the functions of office in good faith, diligently, honestly and in a transpare int manner:
- c. Act in such a way that the spirit, purpose and objects of section 50 of Municipal System Act of 2000 are promoted:
- d. Act in the best interest of the municipality and in such a way that the credibility and integrity of the municipality are not compromised;
- e. Act impartially and treat all people, including other employees, equally without favor or prejudice.

3. Commitment to serving the public

A staff member of Molemole Municipality is a public servant in a developmental local system and must accordingly —

- a. Implement the provisions of section 50(2) of Municipal System Act of 2000
- b. Foster a culture of commitment to serving the public and a collective sense of responsibility for performance in terms of standards and targets;
- c. Promote and seek to implement the basic values and principles of public administration described in section 195(1) of the Constitution;
- d. Obtain copies of or information about the municipality's IDP, and as far as possible within the ambit of the employee's job description, seek to implement the objectives set out in the IDP, and achieve the performance targets set for each performance indicator;
- e. Participate in the overall performance management system for the municipality, as well as the employee's individual performance appraisal and reward system, if such exists, in order to maximize the ability of the municipality as a whole to achieve its objectives and improve the quality of life of its residents.

4. Personal Gain

- 1) A staff member of Molemole Municipality may not
 - a. Use the position or privileges of an employee, or confidential information obtained as an employee, for private gain or to improperly benefit another person;
 - b. Take a decision on behalf of Molemole Local Municipality concerning a matter in which that employee or that employee's spouse, partner or business associate, has a direct or indirect personal or private business interest.
- Except with the prior consent of the council of the Municipality an employee of the Municipality shall not;

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- a. be a party to or beneficiary under a contract for
 - i. the provision of goods or services to Molemole Local Municipality; or
 - ii. the performance of any work for Molemole local Municipality otherwise than as an employee
- b. obtain a financial interest in any business of Molemole Local Municipality;
- c. Be engaged in any business, trade or profession other than the work of Molemole Local Municipality.

5. Disclosure of benefits

- 1) An employee of Molemole Local municipality who, or whose spouse, partner, business associate or close family member acquired or stands to acquire any direct benefit from a contract concluded with Molemole Local Municipality, must disclose in writing full particulars of the benefit to the council.
- 2) This item does not apply to a benefit which an employee, or a spouse, life partner, business associate or close family member, has or acquires in common with other residents of Molemole Local Municipality.

6. Unauthorized disclosure of information

- 1) An employee of Molemole Local Municipality shall not without permission discloses any privileged or confidential information obtain as an employee of the Municipality to an unauthorized person.
- 2) For the purpose of this item "privileged or confidential information" includes any information -
- a. Determined by the council, any structure or functionary of the municipality to be privileged or confidential
- b. Discussed in closed session by the council or a committee of the council
- c. Disclosure of which would violate a person's right to privacy
- d. Declared to be privileged, confidential or secret in terms of any law.
- 3) This item does not derogate from a person's right of access to Information in terms of national legislation.

7. Undue Influence

An employee of Molemole Local municipality may not -

- a. Unduly influence or attempt to influence the council of Molemole Local Municipality, or a structure or functionary of the council, or a councilor, with a view to obtaining any appointment, promotion, privilege, advantage or benefit, or for a family member, friend or associate
- b. Mislead or attempt to mislead the council, or a structure or functionary of the council, in its consideration of any matter
- c. Be involved in a business venture with a councilor without the prior written consent of the council of Molemole Local municipality.

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8. Rewards, gifts and favors

- 1) An employee of Molemole Local municipality may not request, solicit or accept any reward, gift or favor for-
- a. Persuading the council of Molemole Local municipality, or any structure or functionary of the council, with regard to the exercise of any power or the performance of any duty;
- b. Making a representation to the council, or any structure or functionary of council;
- c. Disclosing any privileged or confidential information;
- d. Doing or not doing anything within that employee's powers or duties.
- 2) An employee must without delay report to a superior official or to the speaker of the council any offer which, if accepted by the employee, would constitute a breach of sub item (1).

9. Council property

An employee of Molemole Local Municipality shall not use, take, acquire, or benefit from any property or asset owned, controlled or managed by the Municipality to which the employee has no right.

10. Payment of arrears

An employee of Molemole Local Municipality may not be in arrears to the Municipality for rates and service charges for a period longer than 3 months, and Molemole Local Municipality shall deduct outstanding amounts from an employee's salary after this period.

11. Participation in elections

An employee of Molemole Local Municipality shall not participate in an election of the council of Molemole Local Municipality other than in an official capacity or pursuant to any constitutional right.

12. Sexual Harassment

An employee of Molemole Local Municipality may not embark on any action amounting to sexual harassment.

13. Reporting duty of employees

Whenever an employee of Molemole Local Municipality has reasonable grounds for believing that there has been a breach of this Code, the employee must without delay report the matter to his immediate supervisor or to the speaker of the council.

14. Breaches of Code

Breaches of this Code must be dealt with in terms of the disciplinary procedures of Molemole Local Municipality envisaged in section 67 (1) (h) of the Municipal Systems Act and or the South African Local Government Bargaining Council's Collective Agreement on Disciplinary Code and Procedures.

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Manager: Technical Services

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DECLARATION OF INTEREST (ANNEXURE D)

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FINANCIAL DISCLOSURE	FORM	, \	(j	
I, the undersigned (surname	and initials	(A)AS	SILOTAI	1	
		FLUER	3103 (1)	<u>'</u>	
(Fostal address) 78	Bus	or Strait	Poloki	١.	
	Baily				e 0699
(Residential address)		SAME	AS ABOUT	3	
(Position held) 5	eniar	Monage	- TEUN	104	Selicia
(Name of Department)	Tecl	1 1 2	crices		avices
Tel 015501 23				96	
			•		
hereby certify that the follo	wing inform	ation is complete a	nd correct to the be	st of my l	knowledge:
1. Shares and other f See information she		erests	*		
Number of shares/Extent of financial interests	Nature		Nominal Value		Name of Company/Entity
40%	Hornin	14 Company		<u> </u>	
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		P. 3			70
	·		<u> </u>		
2		:li:			<u>V</u>
 Directorships and persons of the control of the contr	artnerships et: note 0				
Name of corporate of	entity or	Type of business	B	Amount	of Remuneration
KURHULA TRANSI	BNT	TRANSPOR	TATION .	3 () 000
Yeta's House		I -	Accomoran		0000
IT: Lephalale			WING	_	000
		,	•		=
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3. Remunerated work outside the public service Must be sanctioned by your Executing Authority. See information sheet: note 1

Type of Work	Amount of remuneration
_	
48	9 9
	1
Portfolio	
— Date	
	PortfolioDate

See information sheet: note 0

ame of client	Nature	Type of busing activity	ess Value of any benefits received
N/A			
/)			
	5		14
a ^N			
ā			

Sponsorships
See information sheet: note © **5**.

Description sponsorship	of	assistance/	Value of assistance/sponsorship
 			<u> </u>

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6. Gifts and hospitality from a source other than a family member See information sheet: note ©

escription	Value	Source
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10/1		
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7. Land and property
See information sheet: note 9

Description	Extent	Area	Value
LAND	Woosthice	500 m2	600000
RUPERTY	VANDERBITI MULL	900 n 2	980 880
			d d
lý.			9

SIGNATURE OF	ESIGNATED EMPLOYEE	
DATE	16/03/202	1
PLACE:	MOGWADI	

CONFIDENTIAL

CONFIDENTIAL

OATH/AFFIRMATION

1.	I certify that before administering the oath/affirmation I asked the deponent the
	following questions and wrote down her/his answers in his/her presence:
	(i) Do you know and understand the contents of the declaration?
	Answer
	(ii) Do you have any objection to taking the prescribed oath or affirmation?
	Answer Answer
	(ii) Do you consider the prescribed oath or affirmation to be binding on your conscience?
	Answer

2. I certify that the deponent has acknowledged that she/he knows and understands the contents of this declaration. The deponent utters the following words: "I swear that the contents of this declaration are true, so help me God." / "I truly affirm that the contents of the declaration are true". The signature of the deponent is affixed to the declaration in my presence.

AUD-AFRIKAANSE POT BIT DE THE COMMUNITY SERVICES CENTRE

31 -03- 2121

34-34-01-14

Commit	The Peace	

Full first names and surname: MACHINEN	
SOPHONIA SCIATI	_(Block letters)
Designation (rank) T Ex Officio Republic of South Africa	OMMUNITY SERVICES CENTRE 3 1 -03- 2021
Street address of institution 182 KCEROW FOR	P. BAG X350
Date 2021.03.31 Place Mogwadi	<u>-</u>
CONTEMPS NOTED: EXECUTING AUTHORITY	dk

NOTE:

Remember that a copy of the completed form must be submitted by the EA to the Commission for purposes of recording it in the Register of Designated Employee's Interests.

Cv/dV001031601annexure A 1AR