



MUNISIPALITEIT BEAUFORT-WES

Notice No. 74/2025



PROCEDURES FOR CONFIDENTIAL REPORTING OF FINANCIAL MISCONDUCT AND FINANCIAL OFFENCES.

In terms of Section 17 (1) of the Local Government Municipal Finance Management Act, 2003: Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, gazette no 37682 of 30 May 2014, the Municipality must establish procedures for reporting of financial misconduct.

17. (1) A municipality must-

- (a) establish reporting procedures for persons to report allegations of Financial misconduct and financial offences on a confidential basis; and
- (b) make public the reporting procedures in accordance with section 21(1)(a) and (b) of the Municipal Systems Act.

Section 21(1) (a) and (b) of the Local Government Municipal Systems Act, 2000 states the communication of the local community as follows:

Communications to local community

21. (1) When anything must be notified by a municipality through the media to the local community in terms of this Act or any other applicable legislation, it must be done-

- (a) in the local newspaper or newspapers of its area;
- (b) in a newspaper or newspapers circulating in its area and determined by the council as a newspaper of record;

In terms of the Council approved Integrity Management Framework the following procedures has been established by the Beaufort West Municipality:

Reporting of allegations of financial misconduct in terms of the municipal regulations on financial misconduct procedures and criminal proceedings section 3

The regulation prescribes to whom a person must report an allegation of financial misconduct.

A staff member or councillor or member of the public can report allegations of fraud or corruption anonymously as follows:

- If against accounting officer (MM), chief Financial officer (Director Financial Services) or senior manager¹ (Directors) the matter must be reported to Council, Provincial and National Treasury.
- If against any other official the matter must be reported to the Accounting Officer – derickw@beaufortwestmun.co.za or internal audit - roneln@beaufortwestmun.co.za or use the national fraud hotline - 0800 701 701
- If against the Accounting Officer (MM) the matter must be reported to the Mayor – bwmmayor@beaufortwestmun.co.za
- The allegation *must* be submitted to the municipal council within seven days or at the next sitting of Council

Allegations of financial misconduct must be treated in a confidential manner.

Enquiries can be directed to the Internal Auditor during office hours at telephone number 023-414 8196.

Munisipale Kantore // Municipal Offices
Donkinstraat 112 Donkin Street
Beaufort Wes(t)
6970

DE WELGEMOED
Munisipale Bestuurder //
Municipal Manager

¹ Section 56 of the Municipal Systems Act determines a Senior Manager as “a manager directly accountable to the municipal manager.”



MUNISIPALITEIT BEAUFORT-WES

Kennisgewing Nr. 74/2025



PROCEDURES VIR VERTROULIKE RAPPORTERING VAN FINANSIËLE WANGEDRAG EN FINANSIËLE OORTREDINGS.

Ingevolge Artikel 17 (1) van die Wet op Plaaslike Regering Munisipale Finansiële Bestuur, 2003: Munisipale Regulasie oor Finansiële Wangedragprosedures en Strafregtelike Verrigtinge, Koerant no 37682 van 30 Mei 2014, moet die Munisipaliteit prosedures vir die rapportering van finansiële wangedrag daarstel.

17. (1) 'n Munisipaliteit moet-

- (a) aanmeldings prosedures daarstel vir persone om bewerings van Finansiële wangedrag en Finansiële misdrywe op 'n vertroulike basis aan te meld,
- (b) die versladdoenings prosedures ooreenkomstig artikel 21(1)(a) en (b) van die Munisipale Stelselwet openbaar maak..

Artikel 21(1) (a) en (b) van die Wet op Plaaslike Regering Munisipale Stelsels, 2000 stel die kommunikasie van die plaaslike gemeenskap soos volg:

Kommunikasie aan plaaslike gemeenskap

21. (1) Wanneer enigiets deur 'n munisipaliteit deur die media aan die plaaslike gemeenskap in kennis gestel moet word ingevolge hierdie Wet of enige ander toepaslike wetgewing, moet dit gedoen word-

- (a) in die plaaslike koerant of koerant van sy gebied;
- (b) in 'n koerant of koerant wat in sy gebied sirkuleer en deur die raad as 'n rekord koerant bepaal is:

Ingevolge die Raad-goedekeurde Integriteits Bestuurs Raamwerk is die volgende prosedures deur die Beaufort-Wes Munisipaliteit vasgestel:

Rapportering van bewerings van finansiële wangedrag ingevolg die munisipale regulasies oor finansiële wangedrag prosedures en strafreglike prosedures artikel 3

Die regulasie skryf voor aan wie 'n persoon 'n bewering van finansiële wangedrag moet rapporteer.

'n Personeellid of Raadslid of lid van die publiek kan bewerings van bedrog of korrupsie anoniem soos volg rapporteer:

- Indien teen Rekenpligtige beampte (MB), hoof Finansiële Beampte (Direkteur Finansiële Dienste) of Senior Bestuurders (Direkteure) moet die aangeleentheid by die Raad, Provinsiale en Nasionale Tesourie aangemeld word.
- Indien die aangeleentheid teen enige ander amptenaar gerapporteer word, moet dit by die Rekenpligtige Beampte – derickw@beaufortwestmun.co.za of Interne Oudit- roneln@beaufortwestmun.co.za of gebruik gemaak word van die nasionale bedrog-blitslyn- 0800 701 701
- Indien teen die Rekenpligtige Beampte (MB) moet die saak by die Burgemeester aangemeld word– bwmmayor@beaufortwestmun.co.za
- Die bewering moet binne sewe dae of by die volgende sitting van die Raad by die munisipale raad ingedien word.

Bewerings van finansiële wangedrag moet op 'n vertroulike wyse hanteer word.

Navrae kan gedurende kantoorure aan die Interne Ouditeur gerig word by telefoonnommer: 023-414 8196.



UMASIPALA WASE- BHOBHOFOLLO

INOMBOLO YESAZISO: No. 74/2025



IINKQUBO ZOKUNIKEZELA INGXELO EYIMFIHLO YOKUZIPHATHA OKUBI NGEZEZIMALI KUNYE NAMANYATHELO NGEZIMALI.

NgokweCandelo le-17 (1) loMthetho woLawulo lweMali kaMasipala kuRhulumente weNgingqi, ka-2003: iMimiselo kaMasipala kwiiNkqubo zokuZiphatha kakubi ngokwezeMali kunye neeNkqubo zoLwaphulo-mthetho, kwigazethi engunombolo 37682 yomhla wama-30 kuMeyi ka-2014, uMasipala kufuneka aseke iinkqubo zokunika ingxelo yokungaziphathi kakuhle kwezemali.

17. (1) *Umasipala kufuneka-*

- (a) Amisela iinkqubo zokunika ingxelo ukuze abantu baxeke izityholo zokungaziphathi kakuhle kwezeMali kunye namatyala emali ngendlela eyimfihlo; kwaye
- (b) azise eluntwini iinkqubo zokunika ingxelo ngokungqinelana necandelo 21(1)(a) no(b) loMthetho oyiMunicipal Systems Act.

ICandelo lama-21(1) (a) no-(b) loMthetho weeNkqubo zikaMasipala kuRhulumente weNgingqi, ka-2000 luchaza unxibelelwano loluntu lwasekuhlaleni ngolu hlobo lulandelayo:

Unxibelelwano kuluntu lwengingqi

21. (1) Xa nantoni na kufuneka kwaziswe ngumasipala ngoonondaba kuluntu lwengingqi ngokwalo Mthetho okanye nawuphi na omnye umthetho osebenzayo, kufuneka yenziwe—
- (a) kwiphephandaba lengingqi okanye kumaphephandaba omandla wayo;
 - (b) kwiphephandaba okanye kumaphepha-ndaba ajikeleza kwindawo yawo aze agqitywe libhunga njengephephandaba lerekhodi;

NgokweSikhokelo soLawulo lweMfuzeko esivunyiweyo, ezi nkqubo zilandelayo ziye zasekwa nguMasipala waseBeaufort West:

Ukunikwa kwengxelo ngezityholo zokuziphatha kakubi ngokwezemali ngokwemigaqo yemigaqo kamasipala malunga neenkqubo zokuziphatha kakubi kwezemali kunye necandelo lesi-3 leenkqubo zolwaphulo-mthetho.

Ummiselo umisela ukuba umntu makaxele kubani ngesityholo sokuziphatha kakubi ngokwezemali.

Umsebenzi okanye uceba okanye ilungu loluntu lingachaza izityholo zobuqhophololo okanye urhwaphilizo engazichazi igama lakhe ngolu hlobo lulandelayo:

- Ukuba kuchazwa ngegosa likamasipala, funeka kuchazwe kum-Mphathi ka-Masipala – derickw@beaufortwestmun.co.za okanye kumphicothi-zincwadi wangaphakathi- roneln@beaufortwestmun.co.za okanye usebenzise umnxeba kazwelonke worhwaphilizo - **0800 701 701**
- Ukuba kuchazwa ngoMphathi kaMasipala, kufuneka kuxelwe kuSodolophu– bwmmayor@beaufortwestmun.co.za
- Isityholo *kufuneka* singeniswe kwi-Bhunga lika-Masipala Phakathi kweentsuku ezisixhenxe okanye kwindibano elandelayo yeBhunga.

Zonke izityolo zokurhwaphiliza ngemali kufuneka ziphathwe ngokuyimfihlo.

Imibuzo ingajoliswa kuMphicothi zincwadi wangaphakathi, ngamaxesha e-Ofisi kulenombolo-023-414 8196.

Municipal Offices// li-Ofisi Zika-Masipala
Donkinstraat 112 Donkin Street
Beaufort West // Bhobhoholo
6970

DE WELGEMOED
Umphathi ka-Masipala
Municipal Manager