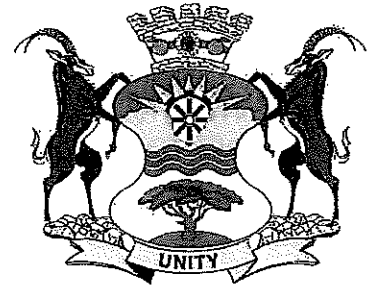


RUSTENBURG LOCAL MUNICIPALITY

OFFICE OF THE MUNICIPAL MANAGER



P O Box 16, Rustenburg, 0300, North West Province, South Africa
Tel: (014) 590 3551 Fax: (014) 590 3552 Email: munman@rustenburg.gov.za

REF: 4/3/3

Mr G Ditsele
Chief Financial Officer

THE 2ND QUARTER PERFROMANCE ASSESSMENT

The mid-year performance review session held on the 24th January 2022 has reference.

The assessment was based on a draft internal audit report which depicted that out of a total of 24 KPIs, 1 was Achieved; 17 not achieved; 4 were not applicable and 2 could not be concluded. Overall achievement of 1 KPIs against all 20 which were applicable for the period under review translates to **poor performance**. In addition, the draft report of Internal audit impressed upon the undersigned that report and file for the portfolio of evidence were submitted on the 18th January 2022, way later than the scheduled submission date.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:

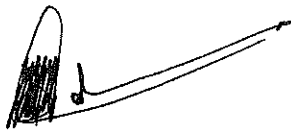
- *Be submitted along with evidence;*
- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

It is against the background above, that you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a result of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including correspondence you made with the particular Directorate.

On all other KPIs not applicable, furnish the brief background information relating to efforts made in the background towards achieving set targets.

All pending portfolio of evidence; the KPIs which could not be concluded with Internal audit should be concluded in order to finalise the audit report. Submission of detailed causes on under performance and detailed remedial plans must be submitted to the Office of the Municipal Manager within 5 days of receipt of this communique. Final assessment feedback must be based on final report.



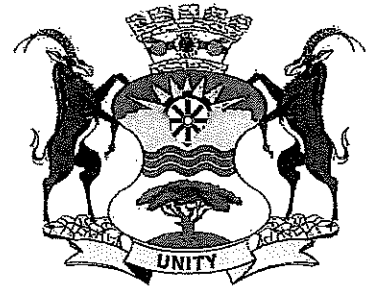
Mr S.V. Makona

Municipal Manager

Date 2022/01/27

RUSTENBURG LOCAL MUNICIPALITY

OFFICE OF THE MUNICIPAL MANAGER



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REF: 4/3/3

Ms N Rampete

Director: Community Development

THE 2ND QUARTER PERFORMANCE ASSESSMENT

The mid-year performance review session held on the 24th January 2022 has reference.

The assessment was based on a final internal audit report which depicted that out of a total of 20 KPIs, 13 was Achieved; 3 not achieved; and 4 could not be concluded. Overall achievement of 13 KPIs against all 20 which were applicable for the period under review translates to **good performance** particularly for the mid-year. In addition, attending assessment with Final report from Internal Audit impressed upon the undersigned your elevated levels of commitment towards achieving what you set yourself to achieve for the financial year.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:


- *Be submitted along with evidence;*
- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

Against the background above, you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a results of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including corresponsce you made with the particular Directorate.

Consult with Internal audit on the 4 KPIs which could not be concluded, refer to the notes on their report and provide required clarity and pieces of information necessary to enable a conclusion on the said KPIs.

All matters pending additional evidence; the KPIs which could not be concluded with Internal audit and all required remedial measures must be submitted within 5 days of receipts of this communique.

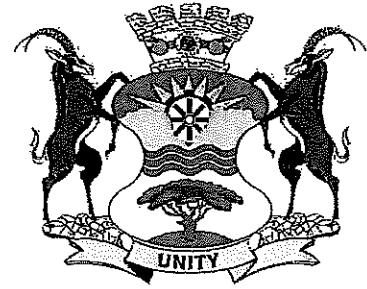


Mr S.V. Makona

Municipal Manager

Date 2022/01/27

RUSTENBURG LOCAL MUNICIPALITY OFFICE OF THE MUNICIPAL MANAGER



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REF: 4/3/3

Mr P Mahapela

Acting Director: Corporate Support Services

FEEDBACK OF THE 2ND QUARTER PERFROMANCE ASSESSMENT

The mid-year performance review session held on the 24th January 2022 has reference.

Your assessment was based on a draft internal audit report which depicted that out of a total of 22 KPIs, 3 was Achieved; 13 not achieved; and 6 were not applicable. Overall achievement of 3 KPIs against the 16 which were applicable for the period under review translates to **poor performance**.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:

- *Be submitted along with evidence;*

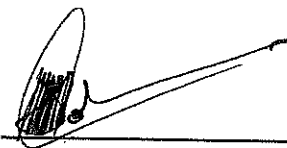
- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

It is against the background above, that you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a results of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including corresponsce you made with the particular Directorate.

On all other KPIs not applicable, furnish the brief background information relating to efforts made in the background towards achieving set targets.

All pending portfolio of evidence; the KPIs which could not be concluded with Internal audit should be concluded in order to finalise the audit report. Submission of detailed causes of underperformance and detailed remedial plans must be submitted to the Office of the Municipal Manager within 5 days of receipts of this communique. Final assessment feedback must be based on final report.



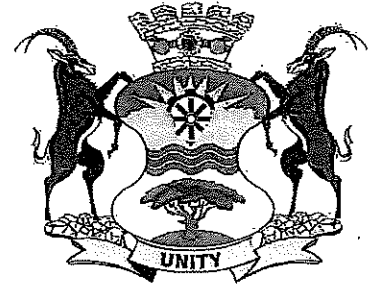
Mr S.V. Makona

Municipal Manager

Date 2022/01/27

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OFFICE OF THE MUNICIPAL MANAGER



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REF: 4/3/3

Mr E Komane

Director: Local Economic Development

THE 2ND QUARTER PERFORMANCE ASSESSMENT

The mid-year performance review session held on the 24th January 2022 has reference.

The assessment was based on a draft internal audit report which depicted that out of a total of 16 KPIs, 3 was Achieved; 7 not achieved; 5 Not applicable and 1 could not be concluded. Overall achievement of 3 KPIs against the 11 which were applicable for the period under review translates to **poor performance** for the mid-year.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:

- *Be submitted along with evidence;*

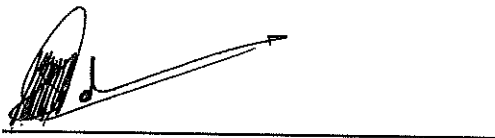
- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

It is against the background above, that you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a results of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including corresponsce you made with the particular Directorate.

On all other KPIs not applicable, furnish the brief background information relating to efforts made in the background towards achieving set targets.

All pending portfolio of evidence; the KPIs which could not be concluded with Internal audit should be concluded in order to finalise the audit report. Submission of detailed causes of underperformance and detailed remedial plans must be submitted to the Office of the Municipal Manager within 5 days of receipts of this communique. Final assessment feedback must be based on final report.

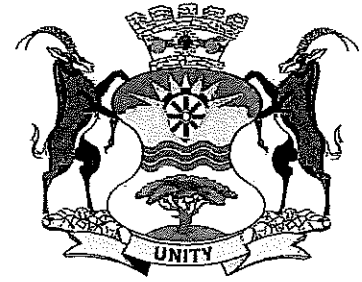


Mr S.V. Makona

Municipal Manager

Date 2022/01/27

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REF: 4/3/3/2

Mr D Matshego

Acting Director: Planning and Human Settlement

FEEDBACK OF THE 2ND QUARTER PERFORMANCE ASSESSMENT

The mid-year performance review session was scheduled for the 24th January 2022 and due to your unavailability the office has concluded on what the internal audit's report suggests and it bears reference.

The conclusion arrived hereto was based on the internal audit report which depicted that out of a total of 18 KPIs, 9 was Achieved; 6 not achieved; and 2 were not applicable. Overall achievement of 9 KPIs against all 16 which were applicable for the period under review translates to **average performance**.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:

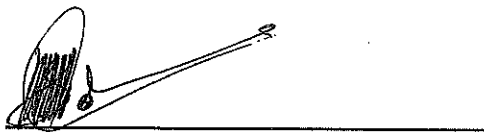
- *Be submitted along with evidence;*
- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

It is against the background above, that you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a results of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including corresponsce you made with the particular Directorate.

On all other KPIs not applicable, furnish the brief background information relating to efforts made in the background towards achieving set targets.

All pending portfolio of evidence; the KPIs which could not be concluded with Internal audit should be concluded in order to finalise the audit report. Submission of detailed causes of underperformance and detailed remedial plans must be submitted to the Office of the Municipal Manager within 5 days of receipts of this communique. Final assessment feedback must be based on final report.



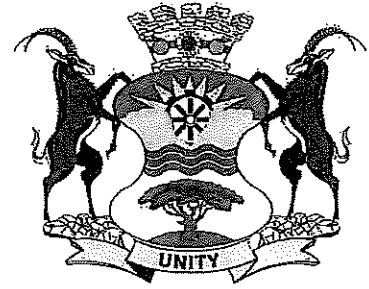
Mr S.V. Makona

Municipal manager

Date 31/01/2022

RUSTENBURG LOCAL MUNICIPALITY

OFFICE OF THE MUNICIPAL MANAGER



P O Box 16, Rustenburg, 0300, North West Province, South Africa
Tel: (014) 590 3551 Fax: (014) 590 3552 Email: munman@rustenburg.gov.za

REF: 4/3/3

Mr K Boikanyo

Director: Public Safety

THE 2ND QUARTER PERFORMANCE ASSESSMENT

The mid-year performance review session held on the 24th January 2022 has reference.

Your assessment was based on a draft internal audit report which depicted that out of a total of 14 KPIs, 2 were achieved, 8 not achieved and 4 could not be concluded. Overall achievement of 2 KPIs against all 14 which were applicable for the period under review translates to under performance.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:

- *Be submitted along with evidence;*
- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*

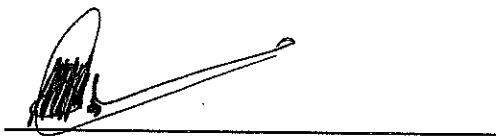
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

It is against the background above, that you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a results of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including corresponsce you made with the particular Directorate.

On all other KPIs not applicable, furnish the brief background information relating to efforts made in the background towards achieving set targets.

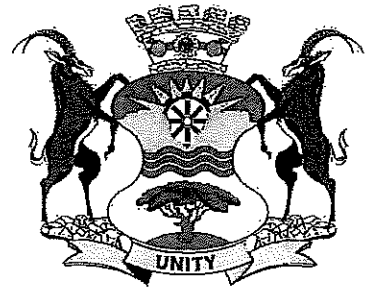
All pending portfolio of evidence; the KPIs which could not be concluded with Internal audit should be concluded in order to finalise the audit report. Submission of detailed causes of under performance and detailed remedial plans must be submitted to the Office of the Municipal Manager within 5 days of receipts of this communique. Final assessment feedback must be based on final report.



Mr S.V. Makona
Municipal Manager

Date 2022/01/27

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LOCAL MUNICIPALITY
OFFICE OF THE MUNICIPAL MANAGER



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REF: 4/3/3

Mr O Moleele

Acting Director: Roads and Transport

FEEDBACK OF THE 2ND QUARTER PERFORMANCE ASSESSMENT

The mid-year performance review session held on the 24th January 2022 has reference.

Your assessment was based on a draft internal audit report which depicted that out of a total of 16 KPIs, 2 was Achieved; 12 not achieved; and 2 were not applicable. Overall achievement of 2 KPIs against all 14 which were applicable for the period under review translates to **poor performance**.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:

- *Be submitted along with evidence;*

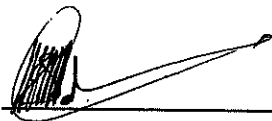
- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

It is against the background above, that you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a results of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including corresponsce you made with the particular Directorate.

On all other KPIs not applicable, furnish the brief background information relating to efforts made in the background towards achieving set targets.

All pending portfolio of evidence; the KPIs which could not be concluded with Internal audit should be concluded in order to finalise the audit report. Submission of detailed causes of underperformance and detailed remedial plans must be submitted to the Office of the Municipal Manager within 5 days of receipts of this communique. Final assessment feedback must be based on final report.



Mr S.V. Makona

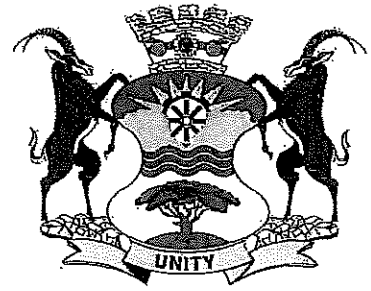
Municipal manager

Date 2022/01/27

RUSTENBURG

LOCAL MUNICIPALITY

OFFICE OF THE MUNICIPAL MANAGER



P O Box 16, Rustenburg, 0300, North West Province, South Africa
Tel: (014) 590 3551 Fax: (014) 590 3552 Email: munman@rustenburg.gov.za

REF: 4/3/3

Mr G Mahlangu

Acting Director: Technical & Infrastructure Services

THE 2ND QUARTER PERFORMANCE ASSESSMENT

The mid-year performance review session held on the 24th January 2022 has reference.

Your assessment was based on a draft internal audit report which depicted that out of a total of 13 KPIs, 1 was Achieved; 6 not achieved; 3 were not applicable and 3 could not be concluded. Overall achievement of 1 KPIs against all 10 which were applicable for the period under review translates to under performance.

In terms of the Performance Management System (PMS) policy framework 2021/22 of the Rustenburg Local Municipality specific reference to paragraph 10.7

Any deviation that occurs when an employee is unable to achieve a particular Key Performance Indicator and the reason for non-achievement is outside of the employee's span of control. The employee submits a written deviation within the comment column of the report to his/her Manager to explain the reasons for non-achievement, and if the Manager agrees with the deviation, the KPI is not rated.

A deviation must:

- *Be submitted along with evidence;*

- *Indicate clearly the KPI not achieved and the reasons for non-achievement;*
- *Both Managers and employees should clearly commit themselves on how non-achievements will be addressed*
- *Indicate clearly the action plans implemented by the employee over the performance year, attempting to achieve the KPI.*

A deviation will not be granted if there is no clear evidence of the employee attempting to achieve the KPI.

It is against the background above, that you are required to provide reasons on all KPIs not achieved and the detailed remedial plan consisting of action or specific steps and timelines you are going to put in place to ensure the KPIs are achieved. For those areas of non-achievement where you hold a view that the cause of non-achievement was as a results of interdependency with other directorate or office you will be required to include evidence of efforts you made to make sure the particular KPI is achieved including corresponce you made with the particular Directorate.

On all other KPIs not applicable, furnish the brief background information relating to efforts made in the background towards achieving set targets.

All pending portfolio of evidence; the KPIs which could not be concluded with Internal audit should be concluded in order to finalise the audit report. Submission of detailed causes of under performance and detailed remedial plans must be submitted to the Office of the Municipal Manager within 5 days of receipts of this communique. Final assessment feedback must be based on final report.



Mr S.V. Makona

Municipal Manager

Date 2022/01/27