



**DEPARTMENT TRANSPORT AND
LIASON**

**RISK MANAGEMENT IMPLEMENTATION PLAN
2022/2023**

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1. PURPOSE AND OBJECTIVE

This document serves to outline the department's risk management activities that will be carried out during the 2022/23 financial year. It further gives effect to how the Risk Management Policies, Strategies and best practices which shall be implemented to ensure a wider coverage of risks to which the Department is exposed.

The Risk Management Implementation Plan forms part of the Risk Management Frameworks of the department and must therefore be read in conjunction with inter-alia:

- the Risk Management Policy,
- the Risk Management Strategy
- as well as the Risk Management Assurance Plan.

The Risk Management Implementation Plan describes how the Risk Management Strategy is to be implemented during the 2022/23 financial year. In the compilation of the Risk Management implementation Plan, the department adheres to the guidelines as suggested by the National Treasury. The department reviews and updates its Risk Management implementation Plan on an annual basis.

2. BACKGROUND

The coordination and implementation of Departmental Risk Management activities and practices currently resides within the Directorate: Risk Management.

For further capacity building in areas of Risk management as well as implementation of risk management practices for the current financial year, collaboration and support of the Provincial Treasury shall be sought. In view of the above mentioned, it is be noted that the Department is currently conducting a risk assessment across the board, and this is including the Regional Offices and Traffic Stations who have developed their own risk registers. This is to ensure that the culture of risk management is entrenched deeper and broadly within the Department.

Awareness of risk management processes, policies and endeavors shall be embarked upon and shall be aimed at reaching everyone within the department.

3. APPROACH

The development of the risk management implementation plan has taken into consideration the following:

- the risk management policy;
- the risk management framework;
- available resources;

4. DETAILED PLAN – 2022/23

The plan below shall act as a work plan for operatives within the unit who shall be tasked with the responsibility of ensuring that the department is achieving major success in managing its risks, including fraud risks.

Activity	Detailed Actions	Due date and responsible official	Outputs / Outcomes	Progress on Implementation	Detailed actions on non-achieved activities for financial year 2021/22
Risk orientation					
Compilation of detailed Risk Management Implementation Plan	<ul style="list-style-type: none"> Risk Management Committee to approve a yearly Implementation Plan. 	<ul style="list-style-type: none"> Chief Risk Officer 30/06/2022 	An approved risk management implementation plan for the financial year 2022/23		
Review the following documents: <ul style="list-style-type: none"> Risk Management Strategy; Risk Management Methodology; Risk Management Committee Charter, 	<ul style="list-style-type: none"> Risk Management Committee (RMC) to review the listed documents and recommend to the HOD for approval. 	<ul style="list-style-type: none"> Chief Risk Officer and RMC 30/06/2022 	<ul style="list-style-type: none"> Approved Risk Management Strategy Approved Risk Management Methodology Approved Risk Management charter 		

Activity	Detailed Actions	Due date and responsible official	Outputs / Outcomes	Progress on Implementation	Detailed actions on non-achieved activities for financial year 2021/22
<ul style="list-style-type: none"> Completion of National Treasury Risk Management e-learning programme Provision of Risk Management training to other role players (raising awareness) 	<ul style="list-style-type: none"> Key officials to be identified to complete the Risk Management e-learning programme, including RMC members Capacitate (training, awareness, etc.) all role players throughout the Department. 	Coordinator: Chief Risk Officer <ul style="list-style-type: none"> June to November 2022 June to November 2022 	<ul style="list-style-type: none"> Skilled officials that are risk intelligent Risk Management incorporated into daily operations 		
Risk assessment					
<ul style="list-style-type: none"> Report on activities of Risk Management to Top Management 	<ul style="list-style-type: none"> Prepare reports on activities of Risk Management 	<ul style="list-style-type: none"> In accordance to MANCOM and Audit Committee meeting schedules 	<ul style="list-style-type: none"> Awareness of management and request the interve 		

Activity	Detailed Actions	Due date and responsible official	Outputs / Outcomes	Progress on Implementation	Detailed actions on non-achieved activities for financial year 2021/22
<p>Internal Audit Committee</p>			<p>Information of the HoD and Audit Committee where necessary</p>		
<p>Attain Commitment of identified Assurance providers to perform that role</p>	<ul style="list-style-type: none"> Submit forms NC/DTSL/RM/A SS 1 & 2 forms and follow up on their return 	<p>Chief Risk Officer</p> <ul style="list-style-type: none"> 30/09/2022 	<ul style="list-style-type: none"> Value addition from assurance providers 		

Activity	Detailed Actions	Due date and responsible official	Outputs / Outcomes	Progress on Implementation	Detailed actions on non-achieved activities for financial year 2021/22
<ul style="list-style-type: none"> Conducting operational and strategic risk assessments Conducting District and Regional Risk Assessments 	<p>Information gathering</p> <ul style="list-style-type: none"> Facilitate risk identification and assessment sessions. Analyse information and develop risk assessment reports Library of risk incidents to be kept to build historical record of the Department <p>Plan and Conduct Risk Assessment for the Regional Offices and Traffic Stations</p>	<p>Chief Risk Officer Quarterly</p> <p>AD: Risk Management Quarterly</p>	<p>Assessments performed within a month and a half of the new quarter (between the 1st of the month after the close of the quarter and the 20th of following month)</p> <p>Historic Registers available</p> <p>Operational Risk Register updated</p>		

Activity	Detailed Actions	Due date and responsible official	Outputs / Outcomes	Progress on Implementation	Detailed actions on non-achieved activities for financial year 2021/22
<ul style="list-style-type: none"> Identify new and emerging risks 	<ul style="list-style-type: none"> As and when situation arise during assessments 				
<ul style="list-style-type: none"> Develop a fraud Risk Register Develop IT risk registers and 	<ul style="list-style-type: none"> Interact with ethics management component and invite ethics to risk assessment engagements Interact with IT 	Chief Risk Officer Quarterly	<ul style="list-style-type: none"> Approved fraud risk register Business Continuity Plan 		

Activity	Detailed Actions	Due date and responsible official	Outputs / Outcomes	Progress on Implementation	Detailed actions on non-achieved activities for financial year 2021/22
Business Continuity Plan					
Development of risk response strategies	<ul style="list-style-type: none"> Development of action plans, assigning responsible parties and timeframes for implementation in the 2022/23 financial year 	Chief Risk Officer <ul style="list-style-type: none"> Quarterly 	<ul style="list-style-type: none"> Action plans (on all risk registers) 		

5. APPROVAL

Compiled by:


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Mr. O.B. Vorster
CRO

Date:

23/7/2022

Recommended by:


.....
Mrs. B. Mashobao
(Chairperson of the Risk Management Committee)

Date:

28/7/2022

Approved by:


.....
Mr. R. Pieterse
Head of Department

Date:

28/07/2022



**DEPARTMENT OF TRANSPORT, SAFETY AND LIAISON
ISEBE LEZOTHUTO, EZOKHUSELEKO NONXULUMANO
LEFAPHA LA DIPALANGWA, PABALESEGO LE BOGOKAGANYI
DEPARTEMENT VAN VERVOER, VEILIGHEID EN SKAKELING**

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Date: 26 July 2022

Letlha

Umhla:

Datum:

Reference: S4.2
Tshupelo:
Isalathiso:
Verwysing:

TO:

Mrs. R.K Williams
Director: Policy and Planning
8 Estelle Street
Northview
KIMBERLEY
8301

APPROVAL OF ACTING APPOINTMENT

Dear Mrs. Williams

This letter serves to confirm that you have been appointed to act within the position of Head of Department, for a period of two (2) days, effectively from 28 July 2022 until 29 July 2022, allowed by PSR, Part v11 B.5.2.

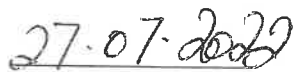
You are hereby authorized to perform the duties of the higher post and that the assignment of duties is made in terms of section 32 (1) and (2) of the Public Service Amendment Act 30 of 2007, and the Public Finance Management Act of 1994.

You are vested with full responsibility and authority attached to this post, and your performance will be closely monitored.

I wish to express my appreciation for your willingness to accept this responsibility and trust that you will execute the functions attached to this position with the necessary integrity, probity and irreproachable ethical conduct.

Kind regards


MR. R.E PIETERSE
HEAD OF DEPARTMENT


DATE:

APPROVAL OF THE MEMBER OF THE EXECUTIVE COUNCIL: MS. S.N BLOEM

APPROVED / NOT APPROVED

COMMENTS IF ANY:


SIGNATURE

27th / 07 / 2022
DATE

I R.K. Williams ~~do not accept~~ accept to serve as Head of Department with effect from 28 July 2022 until 29 July 2022. I agree to perform the roles and responsibilities of the acting position.

