



**CIRCULAR NUMBER: 01 OF 2020**

**TO ALL : ACCOUNTING OFFICERS OF NATIONAL AND PROVINCIAL DEPARTMENTS**

**: ACCOUNTING OFFICERS OF CONSTITUTIONAL INSTITUTIONS**

**: ACCOUNTING OFFICERS / AUTHORITIES OF SCHEDULE 3A AND 3C PUBLIC ENTITIES**

**: HEAD OFFICIALS OF OFFICES OF THE PREMIER AND PROVINCIAL TREASURIES**

**AMENDMENT OF THE DUE DATE FOR THE 2019/20 FOURTH QUARTER (4<sup>TH</sup>) PERFORMANCE REPORT FOR APPLICABLE NATIONAL AND PROVINCIAL INSTITUTIONS**

The impact of the COVID-19 national state of disaster and the nation-wide lockdown on government's non-financial performance reporting processes has necessitated the postponement of the date of submission for the fourth quarter Quarterly Performance Report (QPR) for the 2019/20 financial year. The Office of the Accountant-General has issued a memorandum dated 06 April 2020 which provides an instruction for the implementation of amended submission dates for the fourth quarter performance report for 2019/20 financial year.

National and provincial institutions which implement the 2019/20 Quarterly Performance Reporting (QPR) Guidelines are advised as follows:


1. The Quarterly Performance Report for the period 01 January 2020 to 31 March 2020, due by 30 April 2020, has been postponed for submission to DPME to the **29 May 2020**.

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PERFORMANCE REPORT FOR APPLICABLE NATIONAL AND PROVINCIAL  
INSTITUTIONS**

2. The timeframes for the submission of Quarterly Performance Reports have been amended in the relevant sections of the 2019/20 QPR Guidelines for national institutions (Annexure A) and 2019/20 QPR Guidelines for provincial institutions (Annexure B). These timeframes will be effected into the Electronic Quarterly Performance Reporting System (eQPRS).

For any enquiries, national institutions are advised to contact the National Reporting Processes email: [nqpr@dpme.gov.za](mailto:nqpr@dpme.gov.za) whilst provincial institutions are advised to contact the Provincial Reporting Processes email: [pgpr@dpme.gov.za](mailto:pgpr@dpme.gov.za). Further guidance will be provided should there be any changes to the current COVID-19 state of national disaster and applicable regulations.

Kind regards,



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**Mr SS Ntakumba**

**ACTING DIRECTOR-GENERAL**

**DATE: 07/04/2020**