

6. REPORTING DATES

6.1 2019/20 Financial Year

The following reporting dates apply for the 2019/20 financial year.

Please note the reporting dates follow a definite sequence as indicated below:

- Provincial departments submit their first datasets to Offices of the Premier and their respective National Departments (where applicable).
- Offices of the Premier and National Departments (where applicable) verify the data and send it back to Provincial Departments to effect the changes.
- Provincial departments finalise the datasets for approval by the Heads of Departments.
- Late submission of information is **non-compliance**.

SUBMISSION DATES 2019/20 QUARTERLY PERFORMANCE REPORTS (NON-FINANCIAL DATA)

Quarters 2019/20	Provincial Departments to Offices of the Premier	Provincial Departments to National Departments with Concurrent Function	Offices of the Premier and National Departments feedback to Provincial Departments	Departmental Coordinator to Head of Department for Approval	Head of Department Approval and Sign off	Office of the Premier Quarterly Publication
	<i>Departments Submit By:</i>			<i>Submit Between:</i>		
First Quarter: June 2019	Tues, 16 Jul 2019	Tues, 16 Jul 2019	Wed, 17 Jul - Wed, 24 Jul 2019	Thurs 25 Jul – Wed, 31 Jul 2019	Mon, 29 Jul - Wed, 31 Jul 2019	Fri, 16 August 2019
Second Quarter: Sept 2019	Tues, 15 Oct 2019	Tues, 15 Oct 2019	Wed, 16 Oct - Wed, 23 Oct 2019	Thurs, 24 Oct - Thurs, 31 Oct 2019	Tues, 29 Oct - Thurs, 31 Oct 2019	Tues, 12 November 2019
Third Quarter: Dec 2019	Tues, 14 Jan 2020	Tues, 14 Jan 2020	Wed, 15 Jan - Wed, 22 Jan 2020	Thurs , 23 Jan - Fri, 31 Jan 2020	Tues, 28 Jan - Fri, 31 Jan 2020	Fri, 14 February 2020
Fourth Quarter: March 2020	Mon, 11 May 2020	Mon, 11 May 2020	Tuesday, 12 May – Tuesday, 19 May 2020	Wed, 20 May - Fri, 29 May 2020	Mon, 25 May - Friday, 29 May 2020	Mon, 15 June 2020
Fourth Quarter validated & Pre-audited Annual performance data	Tue, 9 June 2020	Tue, 9 June 2020	Wed, 10 June - Thurs, 18 June 2020	Fri, 19 June - Tue, 30 June 2020	Wed, 24 June – Tue, 30 June 2020	Validated outputs for the financial year are published in the Department’s Annual Report

***The eQPRS will be opened from 1-30 September 2020 for the capturing of the 2019/20 audited performance report.**