



**MINISTRY OF ENERGY
REPUBLIC OF SOUTH AFRICA**

3380. Mr S. B. Farrow (DA) to ask the Minister of Energy:

- (1) (a) How many copies of each annual report that was produced by (i) her department and (ii) the entities reporting to him were commissioned for print in the 2011-12 financial year, (b) how many copies were actually printed and (c) what were the (i) total and (ii) individual costs of printing these reports;
- (2) (a) who printed each specified report, (b) how was the specified printer decided upon and (c) on what date did the specified printer deliver the report to the specified entity;
- (3) whether any of the specified reports that had been printed were found to be unsatisfactory; if not, what is the position in this regard; if so, in each case, (a) which reports, (b) for which entity, (c) by which printer, (d) what action was taken and (e) what were the costs? NW4285E

Reply:

The Departmental annual reports are produced in terms of section 55 of the Public Finance Management Act (PFMA). The number of copies that are printed are guided by the Legal Deposit Act and the requests from the immediate stakeholders of the specific department. The quantities that are finally printed therefore differ from department to department.

The selection of the preferred printing company is done in terms of the Procurement Regulations as prescribed by the National Treasury Regulations with the supporting procurement guidelines that are issued by National Treasury from time to time.

National treasury provides guidelines on companies that deliver unsatisfactory service. Such incidences are therefore dealt with within those guidelines.

Parliament requires 60 copies of an annual report when tabled in parliament. However the demand for the report, and information contained in, is not restricted to Parliament and is widely sought by other stakeholders including the broader public and the media. The report is also submitted to the Auditor General of South Africa annually.

Copies of departmental annual reports are kept on hand to match the demand from various stakeholders as it seeks to showcase achievements of government departments and its entities on an annual basis. The National Treasury "Annual Report Guide" assists departments to adhere to the expected format. Departments and entities exercise due care when spending to produce annual reports and follow all necessary procurement procedures during the process.