



## Process plans

- Consists of three distinct processes
- These processes will run in parallel and will contribute to the overall improvements and reporting in relation to Outcome 7
- Reporting Process for 4<sup>th</sup> cycle reporting
- Delivery Agreement Review Process
- Improvement Process

Process for reporting (1 July 2011 – 30 Sept 2011)	Date	Resp
Submit reports to output leaders	7 Oct	Provincial Coordinators
Submit output reports to compilers	14 Oct	Output Leaders
Generation of POA report (electronic)	21 Oct	DRDLR
Production of summary progress reports based on the implementation of activities per sub output.	24 Oct	DRDLR
Technical implementation Forum (TIF) reviews summary progress report for submission to the Executive Implementation Forum	4 Nov	DRDLR
Executive Implementation Forum	8 Nov	DRDLR
Coordinating Ministers consider the report and indicate changes required before submission to the Cabinet Committee		Cluster coordination
Full Ministers' cluster consider the report and indicate changes required before submission to the Cabinet Committee	10 Nov	Cluster coordination
Submission of reports to Cabinet Committees	16 Nov	Cluster Coordination
Cabinet considers the reports for all outcomes	23 Nov	

## Delivery Agreement Review Process

Activity	Done by...	Resp
Consolidation of Proposed improvements to DA and workshop report development	14 Oct	DRDLR
Workshop report and proposed amendments to DA sent to partners	14 Oct	DRDLR
Inputs to be received from partners	24 Oct	Partners
Update DA with inputs received	26 Oct	DRDLR
Submit to DPME for inputs	28 Oct	DRDLR
Presentation to TIF	4 Nov	DRDLR
Presentation to EIF	8 Nov	DRDLR
Presentation for endorsement to Cabinet	23 Nov	DRDLR

## Improvement process

Activity	Due by	Responsible
Circulate DG to DG MOU to partners	10 Oct	DRDLR
Comments on DG – DG MOU received from partners	28 Oct	Partners
Update MOU with comments received	2 Nov	DRDLR
Presentation to TIF	4 Nov	DRDLR
Presentation to EIF	8 Nov	DRDLR
Work session for all partners to share information on projects linked to Outcome 7	Between 8 – 23 Nov	DRDLR and partners
Submission of progress report on remedial measures to Cabinet	23 Nov	DRDLR

## Summary of deliverables

- By 4, 8 and 23 November the following deliverables will be required
- Proposed Review of Delivery Agreement
- Draft report for Outcome 7 4<sup>th</sup> cycle (1 July-30 September 2011)
- Report on improvements effected to support implementation of outcome 7